

FIRST 5 COMMISSION OF SAN DIEGO

The Commission's vision is that all the children ages 0 through 5 are healthy, are loved and nurtured, and enter school as active learners.

April 18, 2024
2:30 p.m. – 4:30 p.m.
County Administration Center
1600 Pacific Highway, Room 310
San Diego, CA 92101

AGENDA

ITEM	SUBJECT	
A	Roll Call and Introductions	Executive Director Arguilez
B Action	Approval of the Minutes for the First 5 Commission of San Diego meeting – February 8, 2024 Supporting Document	Chair Montgomery Steppe
C	Opportunity for Public Comments Items not on the Agenda – Limit two minutes per speaker. (<i>Request to Speak</i> slips for this item or any other item on the agenda must be submitted to Commission staff prior to the meeting being called to order.)	Chair Montgomery Steppe
D	Commissioner Recusal Reminder All Commissioners are reminded to recuse themselves from voting on any agenda item that has a real or perceived conflict of interest.	Chair Montgomery Steppe
E Action	Consent Calendar The Commission will vote on any action items not pulled for discussion by Commissioners or members of the public. Items Available for the Consent Calendar are: Item 3: Approval of the FY 2024-25 Operating Budget, Sustainability Fund Budget, and Financial Spending Plan Item 4: Sunset review of Commission Policies Item 5: Budget Adjustment, Receipt of Revenue, and Contract Amendment for the San Diego County Office of Education	Chair Montgomery Steppe
1 Public Hearing Action	*** OPEN PUBLIC HEARING *** Acceptance of the FY 2022-23 First 5 California Annual Report Supporting Document The Commission is asked to accept the FY 2022-23 First 5 California Annual Report.	Executive Director Arguilez

<p style="text-align: center;">2 Public Hearing Action</p>	<p>First 5 San Diego Strategic Plan 2020-2025 Annual Review Supporting Document</p> <p>The Commission will receive an update on activities related to the 2020-2025 Strategic Plan and the corresponding Roadmap for Systems Change in a public hearing as required annually by Sections 130140 (C)(iii) and (E) of the California Health and Safety Code.</p> <p style="text-align: center;">*** CLOSE PUBLIC HEARING ***</p>	<p style="text-align: center;">Executive Director Arguilez</p>
<p style="text-align: center;">3 Action</p>	<p>Approval of the FY 2024-25 Operating Budget, Sustainability Fund Budget, and Financial Spending Plan</p> <p>The Commission is asked to approve the FY 2024-25 Operating Budget, Sustainability Fund Budget, and Financial Spending Plan.</p>	<p style="text-align: center;">Executive Director Arguilez</p> <p style="text-align: center;">Chair of the Finance Committee Ricardo Macedo</p>
<p style="text-align: center;">4 Action</p>	<p>Sunset review of Commission Policies Supporting Documents</p> <p>The Commission is asked to approve the revision of six (6) Commission policies at their sunset review date.</p>	<p style="text-align: center;">Executive Director Arguilez</p>
<p style="text-align: center;">5 Action</p>	<p>Operating Budget Adjustment, Receipt of Revenue, and Contract # 562989 Amendment for the San Diego County Office of Education for the Learn Well Initiative.</p> <p>The Commission is asked to approve the receipt of \$250,000 in ARPA funding from HHSA and authorize an operating budget adjustment and contract amendment for the Learn Well Initiative contract.</p>	<p style="text-align: center;">Executive Director Arguilez</p>
<p style="text-align: center;">6 Discussion</p>	<p>Financial Position for 2025 and Beyond</p> <p>The Commission will be engaged in a discussion related to the revenue projections for 2025 and beyond.</p>	<p style="text-align: center;">Executive Director Arguilez</p>
<p style="text-align: center;">7 Discussion</p>	<p>Strategic Plan 2025 – 2030 Update</p> <p>The Commission will receive an update on the ongoing activities and planning efforts related to the strategic plan for 2025 – 2030.</p>	<p style="text-align: center;">Executive Director Arguilez</p>
<p style="text-align: center;">8 Information</p>	<p>Finance Committee Report Supporting Document</p> <p>This is a standing agenda item report from the Finance Committee. The Balance Sheet as of February 29, 2024 will be presented.</p>	<p style="text-align: center;">Chair of the Finance Committee Ricardo Macedo</p>
<p style="text-align: center;">9 Information</p>	<p>Executive Director Report Supporting Documents</p>	<p style="text-align: center;">Executive Director</p>

	This is a standing agenda item report from the Executive Director.	Arguilez
10	<p>Future Agenda Items</p> <ul style="list-style-type: none"> • Approval of the First 5 San Diego Annual Report for FY 2023-24 • Approval of the Annual Financial Audit for FY 2023-24 • Presentation on the First 5 CA Home Visiting Technical Assistance and Coordination Grant • Update on the Strategic Plan 2025-30 	<p>Chair Montgomery Steppe</p>

If you are planning to attend and need special accommodations, please call Karen Hays at (858) 285-7720 at least three days in advance of the meeting.

Pursuant to Government Code section 54957.5, written materials distributed to the Commission in connection with this agenda less than 72 hours before the meeting will be made available to the public at 9655 Granite Ridge Drive, Suite 120, San Diego, CA 92123

The schedule for future Commission meetings is posted on the Commission’s website.

**The next Commission meeting will be on
October 17, 2024**

County Administration Center (CAC), Board Chambers room 310

Copies of the Commission meeting agenda are provided at all meetings. Support and background documents for the agenda items are available on the Commission’s website.

www.first5sandiego.org

<p style="text-align: center;">1 Public Hearing</p> <p>Action</p>	<p>Public Hearing Acceptance of the FY 2022-23 First 5 California Annual Report</p> <p>Supporting Document. One copy will be available for public review. The report can be accessed online at www.cafc.ca.gov. Comments limited to two minutes per speaker.</p> <p>Overview: The Commission will be presented with the Annual Report of First 5 California for Fiscal Year 2022-23 (Item 1-1). The report is submitted in compliance with the Health and Safety Code Section 130140 (d) that requires local commissions to hold a Public Hearing to allow for public comment on the State Commission's Annual Report. The data from First 5 San Diego programs were compiled by staff and accepted by the Commission in a public hearing on October 12, 2023 (Item 1) before submitting the data to the State First 5 Commission. These data are included in the aggregate numbers in this report.</p> <p>Key State Annual Report findings are listed below:</p> <ul style="list-style-type: none"> • First 5 programs are reaching the most vulnerable and needy children and families in California. • First 5 programs are providing children and families with services that are shown to promote school readiness, and thus are making wise investments in the future of California and its children and families. • First 5 programs are improving children's health, development, and learning. • First 5 programs' efforts to change systems of care are improving the accessibility, coordination, cultural competence, and quality of services for young children and their families. <p>The full document can be found on First 5 California's website at www.cafc.ca.gov. A copy is also available for review at today's meeting and at the Commission's office.</p> <p>Recommendation:</p> <ol style="list-style-type: none"> 1) Open Public Hearing. 2) Receive public comment. 3) Accept the Annual Report of First 5 California for Fiscal Year 2022-23. 4) Close Public Hearing. 5) Authorize the Executive Director to submit public comment, if any, to the State Commission. <p>Fiscal Impact: The Health and Safety Code grants First 5 California the authority to withhold funding from any county commission failing to review and accept the State Annual Report.</p>	<p style="text-align: center;">Executive Director Arguilez</p>
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<p>2 Public Hearing</p> <p>Action</p>	<p>Public Hearing First 5 San Diego Strategic Plan 2020-2025 Annual Review Supporting Documents</p> <p>One copy will be available for public review. The report can be accessed online at www.first5sandiego.org Comments limited to two minutes per speaker.</p> <p>Overview: Sections 130140 (C)(iii) and (E) of the California Health and Safety Code require that each county First 5 Commission annually review its Strategic Plan in a public hearing. This year there are no recommended changes to the Strategic Plan.</p> <p>Recommendation:</p> <ol style="list-style-type: none"> 1) Open Public Hearing. 2) Receive public comment. 3) Review and accept the existing First 5 San Diego Strategic Plan 2020-2025 and corresponding Roadmap for Systems Change with no changes. 4) Close Public Hearing. <p>Fiscal Impact: The Health and Safety Code grants First 5 California authority to withhold funding from any county commission failing to annually review its Strategic Plan.</p>	<p>Executive Director Arguilez</p>
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<p style="text-align: center;">3 Action</p>	<p>Approval of the FY 2024-25 Operating Budget, Sustainability Fund Budget and Financial Spending Plan Supporting Documents</p> <p>Overview: The draft FY 2024-25 Operating Budget, Sustainability Fund Budget, and revised Financial Spending Plan were reviewed by the Finance Committee on March 20, 2024, and were approved for presentation and approval by the Commission at this meeting.</p> <p>Staff Recommendations:</p> <ol style="list-style-type: none"> 1) Find 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) Approve the FY 2024-25 Operating Budget (Item 3-1), Sustainability Fund Budget (Item 3-2), and Financial Spending Plan (Item 3-3). <p>Fiscal Impact:</p> <ol style="list-style-type: none"> 1) Up to \$37,299,826 will be approved for operations and programs for the 2024-25 fiscal year. 2) Approval of the Financial Spending Plan for funding through FY 2029-30. 3) Up to \$12,242,453 will be approved as an operating transfer from the Sustainability Fund to the Operating Fund for FY2024-25. 	<p style="text-align: center;">Executive Director Arguilez</p> <p style="text-align: center;">Chair of the Finance Committee Ricardo Macedo</p>
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<p style="text-align: center;">4 Action</p>	<p>Sunset Review of Commission Policies Supporting Documents</p> <p>Overview: In accordance with the sunset review date, Commission staff has reviewed 6 policies and are recommending the following changes.</p> <p>Media Procedures F5C-007: No material changes</p> <p>Executive Director Signatory Authority F5C-008: No material changes</p> <p>Administrative Rate Policy F5C-012: No material changes</p> <p>Salary and Benefits Policy F5C-014: No material changes</p> <p>Guidelines for Authorizing Research Using Commission Resources F5C-019: No material changes</p> <p>Guidelines for Human Subjects Protection and Data Security for Research and Evaluation Activities F5C-020: No material changes</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1) Adopt the Commission Policies on: <ul style="list-style-type: none"> ○ Media Procedures F5C-007 ○ Executive Director Signatory Authority F5C-008 ○ Administrative Rate Policy F5C-012 ○ Salaries and Benefits Policy F5C-014 ○ Guidelines for Authorizing Research Using Commission Resources F5C-019 ○ Guidelines for Human Subject Protection and Data Security for Research and Evaluation Activities F5C-020 2) Set the sunset review date of April 2027 for each policy approved in recommendation number 1. <p>Fiscal Impact: None</p>	<p style="text-align: center;">Executive Director Arguilez</p>
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Action**

**Operating Budget Adjustment, Receipt of Revenue,
and Contract #562989 Amendment for the Learn
Well Initiative with the San Diego County Office of
Education**

Overview:

First 5 San Diego is to receive ARPA funds in the amount of \$250,000 to support the implementation of a childcare peer-based needs such as mentorship and workforce opportunities. This item was approved by the County Board of Supervisors on January 23, 2024.

This funding supports our focus on quality early learning and ongoing services to support the childcare industry infrastructure and programs by investing in local childcare providers and the workforce.

These funds are to be added to the Learn Well Initiative Contract #562989 with San Diego County Office of Education (SDCOE).

Recommendations:

- 1) Find that the proposed ARPA funding allocation is consistent with the Commission’s Strategic plan, furthers the support and improvement of quality early care and education throughout the County, and provides a public benefit.
- 2) Receive ARPA funds from HHSA in the amount of \$250,000 and increase First 5 revenue in the FY 2024 – 25 Operating Budget by \$250,000 from HHSA ARPA funds.
- 3) Approve a funding increase for Contract #562989 with SDCOE for the Learn Well Initiative in the amount of of \$250,000 for FY 2024 – 25.

Fiscal Impact:

The FY 2024-25 Operating Budget will increase by \$250,000 for the Learn Well Initiative. This funding will come from HHSA ARPA funds and results in no net increase to the Commission.

**Executive
Director
Arguilez**

<p>6 Discussion</p>	<p>Financial Position for 2025 and Beyond</p> <p>Overview: For over 25 years, First 5 San Diego has invested millions of dollars to support children birth to 5 years of age and their families throughout San Diego County. Over the last 25 years, First 5 San Diego has invested over \$851,799,970 in funding supporting the children birth to 5 years and their families countywide.</p> <p>Over the years, First 5 San Diego has created critical programs that include, but are not limited to home visitation for targeted families; early identification and intervention for children with mild to moderate needs; quality early learning through coaching and mentoring to diverse childcare providers; and oral health supports to young children.</p> <p>First 5 San Diego's funding has been declining over the years and has been impacted by the recent passing of Proposition 31, a ban on flavored tobacco products. This has accelerated the decrease in annual funding, estimated at \$3M less each year.</p> <p>The following items are key considerations to inform the upcoming 5-year funding cycle, 2025-30:</p> <ol style="list-style-type: none"><i>1. Reduced funding available for community programs starting FY 2025 and beyond.</i><i>2. Available annual community program funding.</i><i>3. Funding diversification.</i><i>4. Equity centered.</i><i>5. Systems change prioritization.</i> <p>Recommendation: None.</p> <p>Fiscal Impact: None at this time.</p>	<p>Executive Director Arguilez</p>
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<p>7 Discussion</p>	<p>First 5 San Diego Strategic Plan 2025-2030 Update</p> <p>Overview: The Commission will receive an update on the status of the Strategic Plan 2025-2030 planning efforts to date. This includes an update on stakeholder interviews and community engagement efforts.</p> <p>The First 5 San Diego Strategic Plan serves as a roadmap to focus the Commission’s investments toward achieving key results that best promote early childhood development in San Diego County.</p> <p>Per the Commission’s By-Laws, section 9(A)(2) the Ad Hoc Committee will be assigned by the Executive Director for the purpose of advising and supporting the development of the 2025-2030 Strategic Plan.</p> <p>Staff Recommendations: None.</p> <p>Fiscal Impact: None.</p>	<p>Executive Director Arguilez</p>
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<p>8 Information</p>	<p>Finance Committee Report Supporting Document</p> <p>This is a standing agenda item report from the Finance Committee.</p> <p>Overview: The Finance Committee met March 20, 2024. The FY 2024-25 Operating Budget, Sustainability Fund Budget, and a revised Financial Spending Plan were reviewed in addition to the Balance Sheet as of February 29, 2024.</p> <p>The Budgets and Financial Spending Plan were approved to go forward to the Commission for final approval (presented in agenda item 3).</p> <p>The Balance Sheet as of February 29, 2024 (Item 8-1) will be presented.</p> <p>Recommendation: None</p> <p>Fiscal Impact: None</p>	<p>Chair of the Finance Committee Ricardo Macedo</p>
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<p>9 Information</p>	<p>Executive Director Report Supporting Documents</p> <p>Overview: This is a standing agenda item report from the Executive Director.</p> <p>A written status report of the Commission's activities is in the agenda packet for this meeting as item 9-1. Also included is the Dashboard for FY 2023 – 24 Quarter 2 as Item 9-2 and supporting documents from the First 5 Association as Item 9-3, 9-4, and 9-5 for reference.</p> <p>Recommendation: None</p> <p>Fiscal Impact: None</p>	<p>Executive Director Arguilez</p>
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10	Future Agenda Items <ul style="list-style-type: none">• Approval of the First 5 San Diego Annual Report for FY 2023-24• Approval of the Annual Financial Audit for FY 2023-24• Presentation on the First 5 CA Home Visiting Technical Assistance and Coordination Grant• Strategic Plan 2025-30 Update	Chair Montgomery Steppe
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