

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

Members Present:

Monica Montgomery Steppe, Chair
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

February 8, 2024

Call to Order

Chair Montgomery Steppe called the meeting of the First 5 Commission of San Diego to order at 2:30pm.

Approval of Commission Meeting Minutes from November 9, 2023

ON MOTION OF Secretary Rick Richardson, seconded by Commissioner Wooten, the Commission approved the minutes for the November 9, 2023 meeting.

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

Opportunity for Public Comments

None

Commissioner Recusal Reminder

Chair Montgomery Steppe 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 McDonald, the Commission approved the formation of the consent calendar with Items 1, 2 and 3 approved on consent.

Action Item 1: Annual Appointment of Commission Officers

Action Item 2: Budget Adjustment and Contract Amendment for Strategic Planning Contract with MIG Inc.

Action Item 3: First 5 San Diego Investment Policy Review

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Items 1, 2 and 3

AYES: Montgomery Steppe, McBrayer, Richardson, McDonald, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

1) Action Item 1: Annual Appointment of Commission Officers

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

The Commission approved the appointment of Sandra McBrayer as Vice-Chair and Rick Richardson as Secretary for calendar year 2024.

AYES: Montgomery Steppe, McBrayer, Richardson, McDonald, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

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

ON MOTION OF Vice-Chair McBrayer, seconded by Commissioner McDonald, the Commission approved the formation of the consent calendar with Item 2 approved on consent.

The Commission approved a budget adjustment to the FY 2023-24 Operating Budget to add \$20,000 in funding to accommodate the needs of the revised Strategic Plan activities / timeline and approved an amendment to add \$20,000 to contract #557201 with MIG Inc.

AYES: Montgomery Steppe, McBrayer, Richardson, McDonald, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

3) Action Item 3: First 5 San Diego Investment Policy

ON MOTION OF Vice-Chair McBrayer, seconded by Commissioner McDonald, the Commission approved the formation of the consent calendar with Item 3 approved on consent.

The Commission approved revisions to the First 5 San Diego Investment Policy F5C-011 at the sunset review.

AYES: Montgomery Steppe, McBrayer, Richardson, McDonald, Wooten

ABSENT: None

ABSTAIN: None

NOES: None

4) First 5 CA Home Visiting Technical Assistance and Coordination Grant

The Commission received a presentation by Luis Lechuga and Abby Teply of the Academy of Pediatrics, CA-3 on the latest activities related to the First 5 CA Home Visiting Coordination Grant.

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5) First 5 San Diego Strategic Plan 2025-2030 Update

Executive Director Arguilez provided the Commission with a status update of the Strategic Plan 2025-2030 timeline, project approach and the finalized Ad Hoc Committee roster. The first Ad Hoc Committee Meeting is scheduled for Monday, February 12th. Commissioner Wooten will be the representative on the Ad Hoc Committee, along with Commissioner Richardson as the alternate. Commissioner Wooten will retire in June 2024.

6) Finance Committee Report

Ricardo Macedo, Finance Committee Chair, reported on the Balance Sheet as of December 31, 2023, and the 2nd Quarter Budget Projection for FY 2023-24.

7) Executive Director Report

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

- Continuing community engagement with providers.
- Update on ED Arguilez's Advocacy Day meetings in Sacramento:
 - Annual event led by First 5 California to meet with State legislators on issues affecting our children and families.
- Advocacy Day handouts from F5 California were provided to the Commissioners for their review which included background on the one-time budget ask of \$100M, continuous Medi-Cal eligibility and the formation of a Prenatal to 3 workgroup at the state level.
- Stephanie Escobar, AAll with F5SD, was recognized for her stellar service to the Commission, she accepted a new position at Behavioral Health Services focusing on Employee Engagement.

8) Future Agenda Items

- 1) Budget Approval for FY 2024-2025
- 2) Strategic Plan 2020-2025 Annual Review
- 3) First 5 California FY 2022-2023 Annual Report Acceptance
- 4) Sunset Review of (6) Commission Policies
- 5) Impact of Revenue Decline
- 6) Update from AAP on Home Visiting Pilot in Fall 2024
- 7) Update from Executive Director on pending legislation / funding impacts

Chair Montgomery Steppe adjourned the meeting at 3:35pm to reconvene on April 18, 2024.

Respectfully submitted for your review and approval:

Rick Richardson

April 18, 2024
Date