

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 16, 2025
2:00p.m – 4:00p.m.

County Administration Center, 1600 Pacific Highway, San Diego, CA 92101
Board Chambers Room 310

AGENDA

ITEM	SUBJECT	PRESENTER(S)
A	Roll Call and Special Acknowledgment of Select Programs	Executive Director Arguilez
B Action	Approval of the Minutes of the Meeting of the First 5 Commission of San Diego – March 25, 2025 Supporting Document	Chair Montgomery Steppe
C	Opportunity for Public Comments Items not on the Agenda – Limit three minutes per speaker. (<i>Request to Speak</i> slips for Public Comment or any other item on the agenda must be submitted to Commission staff prior to the meeting being called to order). E-Comments may be submitted prior to the meeting. Must be received prior to the posting of the agenda.	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	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: Contract #557977 Amendment for Parent and Public Education/Communication Consulting Services Item 6: Sunset Review of Commission Policies	Chair Montgomery Steppe

<p>1 Public Hearing Action</p>	<p>*** OPEN PUBLIC HEARING ***</p> <p>Acceptance of the FY 2023-24 First 5 California Annual Report Supporting Document</p> <p>The Commission is asked to accept the FY 2023-24 First 5 California Annual Report.</p>	<p>Executive Director Arguilez</p>
<p>2 Public Hearing Action</p>	<p>First 5 San Diego Strategic Plan 2020 – 2025 Review Supporting Documents</p> <p>The overview presentation of the Strategic Plan highlights the key accomplishments during the 2020-2025 Strategic Plan period and transitions to the new Strategic Plan 2025-2030 in July 2025 in a public hearing as required annually by Sections 130140 (C)(iii) and (E) of the California Health and Safety Code.</p> <p>*** CLOSE PUBLIC HEARING ***</p>	<p>Executive Director Arguilez & Carolyn Verheyen MIG, Inc.</p>
<p>3 Action</p>	<p>Contract #557977 Amendment for the Parent and Public Education/Communication Consulting Services Supporting Document</p> <p>The Commission is asked to approve the receipt of up to \$25,000 in grant funding from the Dr. Seuss Foundation and authorize an operating budget adjustment and contract amendment for the Parent and Public Education/Communication Consulting Services contract.</p>	<p>Executive Director Arguilez</p>
<p>4 Action</p>	<p>Approval of the FY 2025-26 Operating Budget, 5-year Financial Spending Plan for FY 25-30, FY 2025-26 Sustainability Budget and Contract Approvals for FY 25-26 Supporting Documents</p> <p>The Commission is asked to approve the FY 2025-26 Operating Budget, 5-year Financial Spending Plan for FY 25-30, FY 2025-26 Sustainability Budget and Contract Approvals for FY 25-26, including SDCOE Sole Source request.</p>	<p>Executive Director Arguilez</p>
<p>5 Action</p>	<p>Approval of Home Visiting Procurement for FY 25-30 Supporting Document</p> <p>The Commission is asked to approve the procurement of the Home Visiting program, First 5 First Steps, in collaboration with HHSA to support a new model that brings together First 5, Pubic Health Nursing and CFWB.</p>	<p>Executive Director Arguilez</p>

6 Action	Sunset Review of Commission Policies Supporting Documents The Commission is asked to approve the revision of Commission policies at their sunset review date.	Executive Director Arguilez
7 Information	Finance Committee Report Supporting Document The Balance Sheet as of February 28, 2025 will be presented.	Finance Committee Chair Macedo
8 Presentation	Presentation from 2-1-1 San Diego on the First 5 Warmline Supporting Document The Commission will be given a presentation from 2-1-1 that highlights the accomplishments of the First 5 San Diego Warmline that has supported in connecting families to First 5 services and resources.	Meg Storer Chief of Staff 2-1-1 San Diego
9 Information	Executive Director Report Supporting Documents This is a standing agenda item report from the Executive Director.	Executive Director Arguilez
10	Future Agenda Items <ul style="list-style-type: none"> • Approval of the First 5 San Diego Annual Report to First 5 CA for FY 2024-2025 • Approval of the Annual Financial Audit for FY 2024-25 • Strategic Plan 2025-2030 Update 	Chair Montgomery Steppe

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 next Commission meeting will be on October 30, 2025

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

C	Non-Agenda e-Comments Received Supporting Documents The attached are public e-Comments received by the Commission prior to the 72 hours of posting of the agenda.	Chair Montgomery Steppe
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<p>1</p> <p>Public Hearing</p> <p>Action</p>	<p>Public Hearing</p> <p>Acceptance of the FY 2023-24 First 5 California Annual Report</p> <p>Supporting Document</p> <p>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:</p> <p>The Commission will be presented with the Annual Report of First 5 California for Fiscal Year 2023-24. 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 November 14, 2024 (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>Recommendations:</p> <ol style="list-style-type: none">1) Receive public comment.2) Accept the Annual Report of First 5 California for Fiscal Year 2023-24.3) Authorize the Executive Director to submit public comment, if any, to the State Commission. <p>Fiscal Impact:</p> <p>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>Executive Director Arguilez</p>
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<p>2</p> <p>Public Hearing</p> <p>Action</p>	<p>Public Hearing</p> <p>First 5 San Diego Strategic Plan 2020 – 2025 Review</p> <p>Supporting Document</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.</p> <p>The overview presentation of the Strategic Plan highlights the key accomplishments during the 2020-2025 Strategic Plan period and transitions into the new Strategic Plan for 2025-2030.</p> <p>Recommendations:</p> <ol style="list-style-type: none"> 1) Receive public comment. 2) Review and close out the existing First 5 San Diego Strategic Plan 2020-2025. <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>Attachment:</p> <ol style="list-style-type: none"> 1) Item 2-1 Annual Review of Strategic Plan Presentation 	<p>Executive Director Arguilez & Carolyn Verheyen MIG, Inc.</p>
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<p>3 Action</p>	<p>Contract #557977 Amendment for the Parent and Public Education/Communication Consulting Services Supporting Documents</p> <p>Overview: The Dr. Seuss "Talk, Read, Sing Days of Interaction" campaign will be community-driven and educationally designed to promote early childhood development. It will focus on the critical importance of talking, reading, and singing with children ages 0 to 5. By leveraging Dr. Seuss's well-recognized brand, this campaign will encourage parents, caregivers, and educators to engage in activities that build a strong foundation for future literacy skills.</p> <p>This partnership will allow First 5 to leverage the Dr. Seuss Foundation's literacy-focused mission and brand equity to amplify First 5 San Diego's Talk, Read, Sing campaign, promoting early literacy and brain development in children 0-5 years.</p> <p>The campaign aims to engage parents and caregivers in fun, simple daily interactions that enhance their child's learning, inspired by Dr. Seuss's beloved works and First 5 San Diego's proven strategies.</p> <p>Recommendations:</p> <ol style="list-style-type: none"> 1) Approve the acceptance of up to \$25,000 in grant funds from the Dr. Seuss Foundation for the period of March 1, 2025 through February 28, 2026 for community outreach and authorize the Executive Director to execute all required grant documents. 2) Approve First 5 San Diego to increase the FY 2024-25 Operating Budget up to \$25,000 for 24/25 fiscal year. 3) Approve First 5 San Diego to amend its Contract #557977 with MIG, Inc. to add up to \$25,000 for FY 24/25 in support of the Dr. Seuss agreement. <p>Fiscal Impact: The FY 2024-25 Budget will be amended to increase by up to \$25,000. The funds received from the Dr. Seuss Foundation results in no net increase of costs to the First 5 Operating Fund.</p> <p>Attachments:</p> <ol style="list-style-type: none"> 1) Item 3-1 Dr. Seuss Partnership 2025 2) Item 3-2 Grant Agreement Letter 	<p>Executive Director Arguilez</p>
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<p>4 Action</p>	<p>Approval of the FY 2025-26 Operating Budget, 5-year Financial Spending Plan for FY 25-30, FY 2025-26 Sustainability Budget and Contract Approvals for FY 25-26 Supporting Documents</p> <p>Overview: The draft FY 2025-26 Operating Budget, 5-year Financial Spending Plan, FY 2025-26 Sustainability Budget and Contract Extension Approvals were reviewed by the Finance Committee on April 1, 2025, and were approved for presentation and approval by the Commission at this meeting.</p> <p>The FY 2025-26 Operating Budget and funding for contracts that will continue per the Financial Spending Plan are included as separate recommendations.</p> <p>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, further the support and improvement of early care and education throughout the County and provide a public benefit. 2) Approve the FY 2025-26 Operating Budget, Sustainability Budget and 5-year Financial Spending Plan. 3) Approve funding for the contracts listed in Item 4-4 for up to the amounts and fiscal years identified. 4) Authorize the Executive Director, or her designee, to negotiate a project length budget and execute an amendment with each contractor approved in recommendation item 3 above. 5) Authorize the Executive Director, or her designee, to work with the Department of Purchasing and Contracting to negotiate and execute a sole source contract with San Diego County Office of Education for the Learn Well Initiative as outlined in Item 4-5. <p>Fiscal Impact:</p> <ol style="list-style-type: none"> 1) Up to \$26,644,051 will be approved for operations and programs for the 2025-26 fiscal year. 2) Approval of the Financial Spending Plan for funding through FY 2025-30. <p>Attachments:</p> <ol style="list-style-type: none"> 1) Item 4-1 FY 25-26 Operating Budget 2) Item 4-2 FY 25-30 5-year Financial Spending Plan 3) Item 4-3 FY 25-26 Sustainability Fund Budget 4) Item 4-4 FY 25-26 Budget Issue Paper/Contract Approvals 5) Item 4-5 SDCOE Sole Source 6) Item 4-6 Parent and Public Education Contract Line Item Overview 	<p>Executive Director Arguilez</p>
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<p>5 Action</p>	<p>Approval of Home Visting Procurement for FY 25-30 Supporting Document</p> <p>Overview: The Commission is asked to approve the procurement of the Home Visiting program, First 5 First Steps.</p> <p>First 5 San Diego provides Family Home Visiting Support Services for children and families following the Healthy Families America (HFA) evidence-based family-focused model. The model is currently used by both the County Health and Human Services Agency (HHSA), Medical Care Services (MCS) and First 5 San Diego and employs a framework to strengthen the health and wellbeing of parents and children through a series of home visits. County Public Health Nurses (PHNs) conduct the home visits provided by MCS. The First 5 program uses paraprofessionals and is administered by contracted providers.</p> <p>The County of San Diego Health and Human Services Agency Medical Care Services (MCS) and First 5 Commission of San Diego County (First 5) have been instrumental in supporting Home Visiting programs for over two decades, with the goal of improving the health and well-being of families. These programs focus on reducing health disparities by providing critical to expectant mothers and families with critical resources such as prenatal care, parenting education, and early child development support.</p> <p>The Home Visiting Program is designed to support families who are particularly vulnerable to adverse childhood experiences, ensuring tailored services that address their specific needs. The program emphasizes culturally responsive practices to tailor services to the unique needs of diverse communities, ultimately promoting equity and well-being for all families. When possible, families are matched with staff who speak their language and understand their culture. Staff are trained to listen actively, allowing families to share their unique stories, values, and beliefs while being respectful of differences.</p> <p>Recommendations:</p> <ol style="list-style-type: none">1) Approve the funding allocation of up to \$2.1M towards the new HV program.2) Authorize the Executive Director to work with HHSA and the Department of Procurement and Contracting to procure the home visiting program for FY2025 - 30.3) Authorize the Director, Department of Purchasing and Contracting to issue a Competitive Solicitation for Family Home Visiting Support Services, and upon successful negotiations and determination of fair and reasonable price, award one or more contracts for a term of one year, with four option years and up to an additional six months if needed; and to amend contracts as needed to reflect changes to services and funding.	<p>Executive Director Arguilez</p>
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	<p>Fiscal Impact: Up to \$2.1M in Proposition 10 funding to be allocated.</p> <p>Attachment: 1) Item 5-1 Home Visiting Request for Procurement Presentation</p>	
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<p>6 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>Letters of Support and MOA F5C-001: Minor changes that align with HHSA policy and references for updating and consistency, inclusion of letter of reference</p> <p>Legislative Advocacy F5C-002: Minor language changes and references for updating and consistency</p> <p>Conflict of Interest F5C-015: Minor language changes and references for updating and consistency</p> <p>Finance Committee Membership F5C-017: Minor language changes and references for updating and consistency</p> <p>Financial Condition Policy F5C-018: Minor language changes and references for updating and consistency</p> <p>Reimbursement of Expenses F5C-023: Minor language changes and references for updating and consistency</p> <p>Recommendations:</p> <ol style="list-style-type: none"> 1) Adopt the six (6) Commission Policies outlined in the overview above. 2) Set the sunset review date of April 2030 for each policy approved in recommendation number 1. <p>Fiscal Impact: None.</p> <p>Attachments:</p> <ol style="list-style-type: none"> 1) Corresponding Commission Policies. 	<p>Executive Director Arguilez</p>
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<p>7 Information</p>	<p>Finance Committee Report Supporting Documents</p> <p>This is a standing agenda item report from the Finance Committee.</p> <p>Overview: The Finance Committee met on April 1, 2025. This item updates the Commission on its financial status as of February 28, 2025.</p> <p>The FY 25/26 Operating Budget and corresponding 5-year Financial Spending Plan were reviewed and approved to go forward to the Commission for final approval.</p> <p>The Balance Sheet as of February 28, 2025 will be presented.</p> <p>Recommendation: None.</p> <p>Fiscal Impact: None.</p> <p>Attachment: 1) Item 7-1 Balance Sheet Feb 2025</p>	<p>Chair of the Finance Committee Ricardo Macedo</p>
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<p>8 Information</p>	<p>Presentation from 2-1-1 San Diego on the First 5 Warmline Supporting Document</p> <p>Overview: The Commission will be given a presentation from 2-1-1 San Diego that highlights the accomplishments of the First 5 San Diego Warmline that assists parents of children ages zero through five with locating services and resources for their families over the years.</p> <p>Recommendation: None.</p> <p>Fiscal Impact: None.</p> <p>Attachment: 1) Item 8-1 2-1-1 San Diego Presentation</p>	<p>Meg Storer Chief of Staff 2-1-1 San Diego</p>
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<p>9 Information</p>	<p>Executive Director Report Supporting Documents</p> <p>Overview: The Commission will be given an update on the activities of the First 5 Commission.</p> <p>A written status report of Commission activities is provided.</p> <p>Recommendation: None.</p> <p>Fiscal Impact: None.</p> <p>Attachments:</p> <ul style="list-style-type: none"> 1) Item 9-1 Executive Director Report 2) Item 9-2 First 5 CA Resilience Initiative 3) Item 9-3 Letter to F5CA Commission from Chair Monica Montgomery Steppe 	<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 to First 5 CA for FY 2024-2025• Approval of the Annual Financial Audit for FY 2024-25• Strategic Plan 2025-2030 Update	Chair Montgomery Steppe
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