

**FIRST 5 COMMISSION OF SAN DIEGO
CAC, 1600 Pacific Highway, Room 310
San Diego, CA 92101**

Members Present:

Monica Montgomery Steppe, Chair
Sandra McBrayer, Vice Chair
Dr. Kelly Motadel, Secretary
Dr. Kimberly Giardina, Commissioner
Rick Richardson, Commissioner

Staff Present:

Alethea Arguilez, Executive Director
Lenette Javier, Program & Evaluations Administrator
Katherine Hart, Sr. Deputy County Counsel
Hunter Watson, Communications & Community Outreach
Karen Hays, Executive Secretary

Members Absent:

None

COMMISSION MEETING MINUTES

April 16, 2025

Call to Order

Chair Montgomery Steppe called the meeting of the First 5 Commission of San Diego to order at 2:02pm.

Special recognition was given to 2-1-1 San Diego, SBCS, Home Start Inc., The Children's Initiative and Carolyn Verheyen of MIG, Inc. for their years of service to the Commission.

Approval of Commission Meeting Minutes from March 25, 2025

ON MOTION OF Commissioner Giardina, seconded by Commissioner Richardson, the Commission approved the minutes for the March 25, 2025 meeting.

AYES: Montgomery Steppe, McBrayer, Motadel, Richardson, Giardina
ABSENT: None
ABSTAIN: None
NOES: None

Opportunity for Public Comments

The Commission received (8) online public comments and (2) in-person public comments:

- 1) Bill York, President & CEO of 2-1-1 San Diego, spoke about the 2-1-1 / First 5 San Diego partnership.
- 2) Dr. Pradeep Gidwani, Medical Director of the American Academy of Pediatrics CA3, spoke about the Healthy Development Services program.

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 Richardson, the Commission approved the formation of the consent calendar with Items 3 and 6 approved on consent.

Item 3: Contract #557977 Amendment for Parent and Public Education/Communication Consulting Services

Item 6: Sunset Review of Commission Policies

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Items 3 and 6

AYES: Montgomery Steppe, McBrayer, Richardson, Giardina, Motadel
ABSENT: None
ABSTAIN: None
NOES: None

**** OPENED PUBLIC HEARING****

Item 1: ACTION - Acceptance of the FY 2023-24 First 5 California Annual Report

ON MOTION OF Vice Chair McBrayer, seconded by Secretary Motadel, the Commission accepted the FY 2023-24 First 5 California Annual Report.

- 1) Opened the Public Hearing.
- 2) Received public comments.
- 3) Accepted the First 5 California Annual Report for FY 2023-24.
- 4) Closed Public Hearing.
- 5) Authorized the Executive Director to submit public comment, if any, to the State Commission.

No public comments were received.

AYES: Montgomery Steppe, McBrayer, Motadel, Richardson, Giardina
ABSENT: None
ABSTAIN: None
NOES: None

Item 2: ACTION - First 5 San Diego Strategic Plan 2020 - 2025 Review

ON MOTION OF, the Commission Giardina, seconded by Secretary Motadel, the Commission approved the First 5 San Diego Strategic Plan 2020-2025.

The Commission was given an overview presentation of the Strategic Plan highlighting the key accomplishments during the 2020-2025 Strategic Plan period and transitioning to the new Strategic Plan 2025-2030 in July 2025.

- 1) Opened Public Hearing.
- 2) Received public comment.
 - a. Dr. Jeff Rowe, Retired County of San Diego Forensic Psychiatrist and First 5 San Diego Strat Plan Ad Hoc Committee member, spoke about HDS and the 2020-2025 Strat Plan.
- 3) Reviewed and approved the First 5 San Diego Strategic Plan 2020-2025.
- 4) Closed Public Hearing

No public comments were received.

AYES: Montgomery Steppe, McBrayer, Motadel, Richardson, Giardina
ABSENT: None
ABSTAIN: None
NOES: None

**** CLOSED PUBLIC HEARING****

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Item 3: ACTION - Contract #557977 Amendment for the Parent and Public Education/Communication Consulting Services

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

The Commission approved the receipt of up to \$25,000 in grant funding from the Dr. Seuss Foundation and authorized an operating budget adjustment and contract amendment for the Parent and Public Education/Communication Consulting Services contract.

AYES: Montgomery Steppe, McBrayer, Motadel, Richardson, Giardina
ABSENT: None
ABSTAIN: None
NOES: None

Item 4: ACTION - Approval of the FY 2025-26 Operating Budget, 5-year Financial Spending Plan for FY 2025-30, FY 2025-26 Sustainability Budget and Contract Approvals for FY 2025-26

ON MOTION OF Vice Chair McBrayer, seconded by Commissioner Richardson, the Commission approved 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 with the caveat that a request to defer the increase in dues to First 5 Association will be submitted by Executive Director Arguilez.

The Commission approved:

- FY 2025-26 Operating Budget
- 5-year Financial Spending Plan for FY 2025-30
- FY 2025-26 Sustainability Budget
- Contract Approvals for FY 2025-26 including Sole Source for contract with San Diego County Office of Education

AYES: Montgomery Steppe, McBrayer, Motadel, Richardson, Giardina
ABSENT: None
ABSTAIN: None
NOES: None

Vice Chair McBrayer left the meeting at 3:29pm

Item 5: ACTION - Approval of Home Visiting Procurement for FY 2025-30

ON MOTION OF Commissioner Giardina, seconded by Commissioner Richardson, the Commission approved the Home Visiting Procurement for FY 2025-30.

The Commission approved the procurement of the Home Visiting Program, with an allocation of \$2.1M annually from Proposition 10 funds, in collaboration with HHSA to support a new model that brings together First 5 San Diego, Public Health Nursing and Child and Family Well Being.

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AYES: Montgomery Steppe, Motadel, Richardson, Giardina
ABSENT: McBrayer
ABSTAIN: None
NOES: None

Vice Chair re-joined the meeting at 3:31pm

Item 6: ACTION - Sunset Review of Commission Policies

ON MOTION OF Vice Chair McBrayer, seconded by Commissioner Richardson, the Commission approved the formation of the consent calendar with Item 6 approved on consent.

The Commission:

- 1) Adopted the Commission Policies on:
 - F5C-001 Letters of Support and MOA
 - F5C-002 Legislative Advocacy
 - F5C-015 Conflict of Interest
 - F5C-017 Committee Membership
 - F5C-018 Financial Condition Policy
 - F5C-023 Reimbursement of Expenses
- 2) Set the sunset review date of April 2030 for each policy approved.

AYES: Montgomery Steppe, McBrayer, Motadel, Richardson, Giardina
ABSENT: None
ABSTAIN: None
NOES: None

Item 7: INFORMATION - Finance Committee Report

Ricardo Macedo, Chair of the Finance Committee, provided the Commission with a review of the Balance Sheet as of February 28, 2025.

Item 8: PRESENTATION - 2-1-1 San Diego on the First 5 Warmline

The Commission received a presentation from 2-1-1 San Diego that highlights the accomplishments of the First 5 San Diego Warmline which connects families to First 5 services and resources.

Item 9: INFORMATION - Executive Director Report

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

- 1) First 5 CA approved a Resilience Fund Initiative on 1/30/25 for \$18M. This would provide \$15M in small county funds and \$3M in stabilization funds to county commissions based on criteria to be determined.
- 2) Reached out to First 5 CA Executive Director, Jackie Wong, to follow up on the discussion points that were elevated at the 3/25/25 First 5 San Diego Commission meeting and the letter to First 5 CA Commission dated 4/3/25 from Chair, Monica Montgomery Steppe regarding concerns with mass media allocations of over \$100M when local commissions are faced with multi-millions in reductions that will impact direct services to children and families.

Item 10: Future Agenda Items

- Approval of the First 5 San Diego Annual Report to First 5 CA for FY 2024-2025

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- Approval of the Annual Financial Audit for FY 2024-25
- Strategic Plan 2025-2030 Update
- First 5 CA Commission Follow up
- Home Visiting Procurement Update
- Identification of Cost Savings

Chair Montgomery Steppe adjourned the meeting at 3:57pm to reconvene on October 30th,2025.

Respectfully submitted for your review and approval:

Dr. Kelly Motadel, Secretary

October 30th, 2025
Date

Notes taken by Karen Hays