

**FIRST 5 COMMISSION OF SAN DIEGO**  
**CAC, 1600 Pacific Highway, Room 302**  
**San Diego, CA 92101**

**Members Present:**

Terra Lawson-Remer, Chair  
Dr. Kelly Motadel, Secretary  
Dr. Kimberly Giardina, Commissioner  
Rick Richardson, Vice Chair  
Mayra E Alvarez, Commissioner

**Staff Present:**

Alethea Arguilez, Executive Director  
Lenette Javier, Program & Evaluation Administrator  
Katherine Hart, Sr. Deputy County Counsel  
Fortune Cheng, Fiscal Manager  
Karen Hays, Executive Secretary  
Aaron Menz, Community Health Program Spec.

**Members Absent:**

None

**COMMISSION MEETING MINUTES**

October 30, 2025

**CALL TO ORDER**

Chair Lawson-Remer called the meeting of the First 5 Commission of San Diego to order at 2:02pm.

Executive Director Arguilez welcomed new members and presented a service award:

- Welcome to Chair Lawson-Remer
- Welcome to Commissioner Mayra Alvarez
- Service Recognition for Commissioner Dr. Kimberly Giardina

**APPROVAL OF COMMISSION MEETING MINUTES FROM JUNE 2, 2025**

**ON MOTION OF** Commissioner Motadel, seconded by Commissioner Giardina, the Commission approved the minutes for the June 2, 2025 meeting.

**AYES:** Lawson-Remer, Giardina, Motadel, Alvarez  
**ABSENT:** Richardson  
**ABSTAIN:** None  
**NOES:** None

**OPPORTUNITY FOR PUBLIC COMMENTS**

The Commission received (3) public comments:

- Shelby Gomez, YMCA
- Pulita Javier, Member of public
- Cesar Javier, Member of public

**\*\*Commissioner Richardson arrived at 2:07pm\*\***

**COMMISSIONER RECUSAL REMINDER**

Chair Lawson-Remer 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 Motadel, seconded by Commissioner Richardson, the Commission approved the formation of the consent calendar with Items 3 and 4 approved on consent:

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**AYES:** Lawson-Remer, Motadel, Giardina, Richardson, Alvarez  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

**\*\*OPENED PUBLIC HEARING\*\***

**ITEM 1: ANNUAL FINANCIAL REPORT AUDIT FOR FY 2024 - 25**

The Commission was asked to approve the audited annual financial report for FY 2024 - 25.

- 1) Opened Public Hearing.
- 2) Received report from the Finance Committee Chair.
- 3) No public comments were received.
- 4) Approved the First 5 Commission of San Diego Audit for FY 2024 - 25.
- 5) Authorized the Executive Director to submit the audited Annual Financial Report to First 5 California and the California State Controller.
- 6) Closed Public Hearing.

**ON MOTION OF** Commissioner Richardson, seconded by Commissioner Giardina, the Commission approved the audited annual financial report for FY 2024 - 25.

**AYES:** Lawson-Remer, Motadel, Giardina, Richardson, Alvarez  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

**\*\*CLOSED PUBLIC HEARING\*\***

**ITEM 2: ANNUAL APPOINTMENT OF COMMISSION OFFICER**

**ON MOTION OF** Chair Lawson-Remer, seconded by Commissioner Giardina, the Commission approved the appointment of Commissioner Richardson to serve as Vice Chair for the remaining meeting of calendar year 2025.

**AYES:** Lawson-Remer, Motadel, Giardina, Richardson, Alvarez  
**ABSENT:** None  
**ABSTAIN:** None  
**NOES:** None

**ITEM 3: APPROVAL OF THE FIRST 5 ARTICLE III P ORDINANCE REVISION**

The Commission was asked to approve the proposed revised language to Article III p ordinance under the Commission's "Terms of Office" and "Duties and Responsibilities" sections that adds clarifying language to address outdated language regarding at-large members and the Commission's authority to control First 5 funds, including the ability to authorize contracts or grant agreements with other entities as necessary.

**ON MOTION OF** Secretary Motadel, seconded by Commissioner Richardson, the Commission approved the formation of the consent calendar with Item 3 approved on consent:

**AYES:** Lawson-Remer, Alvarez, Giardina, Richardson  
**ABSENT:** Motadel  
**ABSTAIN:** None  
**NOES:** None

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**ITEM 4: APPROVAL OF THE INTEGRATED PREVENTION AND EARLY INTERVENTION SERVICES (IPEIS) COMPETITIVE PROCUREMENT**

The Commission was asked to:

- 1) Approve the competitive negotiated procurement in collaboration with the Child and Family Well-Being Department.
- 2) Authorize the Executive Director to work with HHSA and the Department of Purchasing and Contracting to procure the IPEI program for FY2026-2031.
- 3) Authorize the Director, Department of Purchasing and Contracting to issue a Competitive Negotiated Procurement for IPEI 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.

**ON MOTION OF** Secretary Motadel, seconded by Commissioner Richardson, the Commission approved the formation of the consent calendar with Item 4 approved on consent:

**AYES:** Lawson-Remer, Alvarez, Giardina, Richardson  
**ABSENT:** Motadel  
**ABSTAIN:** None  
**NOES:** None

**ITEM 5: FINANCE COMMITTEE REPORT**

Ricardo Macedo, Finance Committee Chair, provided the Commission an update on the Committee's activities.

**ITEM 6: STRATEGIC PLAN 2025-2030 UPDATE**

The Commission received an update related to the development of the implementation plan for the newly launched Strategic Plan for 2025-2030. Commissioner Alvarez offered to be the Commission representative on the implementation planning work with ED Arguilez.

**ITEM 7: EXECUTIVE DIRECTOR REPORT**

The Commission received an update on the activities of the First 5 Commission.

**ITEM 8: FUTURE AGENDA ITEMS**

- Annual Report to the Community for FY 2024 – 25
- Sunset Review of Commission Policies
- F5SD Program Updates FY 2025-26
- CFWB Office of Child and Family Strengthening Presentation
- Impacts of budget reductions and BHSA Proposition 1 local impacts

Chair Lawson-Remer adjourned the meeting at 3:24pm to reconvene on November 12, 2025.

Respectfully submitted for your review and approval:

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Dr. Kelly Motadel, Secretary

November 12, 2025  
Date