

FIRST 5 COMMISSION OF SAN DIEGO
9655 Granite Ridge Drive, Suite 120, MS A-211
San Diego, CA 92123
(858) 285-7710

FINANCE COMMITTEE MEETING MINUTES

October 7, 2025

Members Present:

Ricardo Macedo, Chair
RC Kinzly
Julie Bjerke

Staff Present:

Alethea Arguilez, Executive Director
Fortune Cheng, Fiscal Manager

Members Absent:

Charissa Japlit, Vice Chair
Tracy Drager

Staff Absent:

Karen Hays, Executive Admin

1. Call to Order

Chair Macedo called the Finance Committee meeting to order at 9:01am.

2. Opportunity for Public Comments

None

3. Recusal Reminder

Chair Macedo reminded the Finance Committee Members to recuse themselves from voting on any agenda items that have a real or perceived conflict of interest.

4. Approval of Finance Committee Meeting Minutes from May 28, 2025.

ON MOTION OF Member Bjerke, seconded by Member Kinzly, the Committee approved the minutes for the May 28, 2025 meeting.

AYES: Macedo, Kinzly, Bjerke

ABSENT: Japlit, Drager

ABSTAIN: None

NOES: None

5. Approval of Annual Financial Report (AFR) for 2024-25

The Principal Auditor, Hadley Hui, led a presentation and review of the final draft of the FY 2024 – 25 Annual Financial Report (AFR) audited by Moss, Levy, and Hartzheim. The Committee was asked to approve the Annual Financial Report for FY 2024 – 2025.

ON MOTION OF Member Bjerke seconded by Member Kinzly, the Committee approved the Annual Financial Report for FY 2024-25.

AYES: Macedo, Kinzly, Bjerke

ABSENT: Japlit, Drager

ABSTAIN: None

NOES: None

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6. Approval of Commission Financials

Fortune Cheng, First 5 San Diego Fiscal Manager, led a review and discussion of the Balance Sheet as of August 31, 2025.

ON MOTION OF Member Kinzly, seconded by Member Bjerke, the Committee approved the Balance Sheet as of August 31, 2025.

AYES: Macedo, Kinzly, Bjerke
ABSENT: Japlit, Drager
ABSTAIN: None
NOES: None

7. Approval of Schedule of Finance Committee Meetings for 2026

The Committee was asked to approve the proposed schedule for Finance Committee meetings for the 2026 calendar year.

Month	Date	Agenda Items
January	January 14, 2026	▪ 2 nd Quarter reports & projections
March	March 19, 2026	▪ Review of FY 2026 - 27 Operating Budget and Financial Spending Plan
April	April 9, 2026	▪ 3 rd Quarter reports & projections
September	September 24, 2026	▪ Final audit report presentation by the auditor

ON MOTION OF Member Bjerke, seconded by Member Kinzly, the Committee approved the Finance Committee meeting schedule for 2026.

AYES: Macedo, Kinzly, Bjerke
ABSENT: Japlit, Drager
ABSTAIN: None
NOES: None

8. Executive Director Report

Executive Director Arguilez provided an update on the following issues affecting the Commission:

- Continued efforts to partner with HHS departments on upcoming joint procurement to leverage the Prop 10 funds. Specifically for Home Visiting and the new Integrated prevention and early intervention services. These items are pending Board of Supervisor approval in November.
- Article IIIp ordinance update to the duties and responsibilities section 84.108 that adds language that explicitly states that the Commission has independent authority over the Children and Families Trust Fund (Prop 10 funds) including the ability to authorize contracts or grant agreements with other entities. This will allow the commission to work directly with DPC via Commission to issue contracts on behalf of the commission.

9. Future Agenda Items

- 2nd Quarter reports & budget projections FY 25 – 26

10. Adjournment

Chair Macedo adjourned the meeting at 10:01am to reconvene on January 14, 2026.

Prepared by Karen Hays