



Commission Meeting Minutes

June 24, 2009

Members Present: Beth Benjamin, Chair Toni Campbell, Cecilia Espinola, Vice Chair Rama Khalsa, Salem Magarian, Faris Sabbah, Mark Stone, Michael Watkins

1. Call to Order and Establish Quorum

Chair Campbell called meeting to order at 1:05 PM.

2. Review and Adopt Agenda

M/S/P: (Commissioner Michael Watkins/Commissioner Mark Stone) unanimously moved to adopt the agenda.

3. Consent Agenda

A. Approval of Commission March 2009 Meeting Minutes

B. Approval of Commission March, April and May 2009 Financial reports

M/S/P: (Commissioner Mark Stone/Commissioner Cecilia Espinola) unanimously moved to approve the Consent Agenda.

Chair Toni Campbell welcomed Faris Sabbah as the new First 5 Santa Cruz County Commissioner and introduced him to other commissioners.

4. Community Oral Communications The community may address the Commission on items not listed on the agenda that are within the jurisdiction of First 5 Santa Cruz County. If any member of the community wishes to address the Commission on any item that is listed on the agenda, they may do so when that item is called. Every item on the agenda welcomes public comment.

None

5. Commissioner Oral Communications

Commissioner Salem Magarian reported on the success of a recent pediatric training regarding Children's Mental Health. He stated that approximately 80 providers attended, who mostly were mental health providers but also were pediatricians and others from the safety net clinic.

Commissioner Magarian reported on a pediatric vision group that has been formed under the leadership of Dr. Jim Bennett, the Medical Director at Dominican. This group focuses on the common issues facing pediatricians and child health providers in the areas of opportunities or needs of providers.

Commissioner Magarian expressed the good news that the plans were moving forward for a multi-disciplinary clinic for children in the foster care system.

Commissioner Michael Watkins reported that the year-long preschool planning process was completed and a celebration would be held on Friday, June 26th, at the Horticulture Bldg., at Cabrillo College. This was as a result of the Packard Foundation funding to the Preschool Planning Group to look at preschool planning in Santa Cruz County. Commissioner Watkins thanked the Commission for their involvement.

6. 2008-2009 Family Survey

A. Applied Survey Research

Monica Morales, Senior Research Analyst, ASR, presented findings from the 2008-2009 family survey.

7. 2009-2010 Commission Meeting Calendar – Action Item

A. The Commission will consider approval of the 2009-2010 meeting calendar.

M/S/P: (Commissioner Salem Magarian/Commissioner Beth Benjamin) unanimously moved to approve the 2009-2010 meeting calendar.

8. 2007-2008 Audit – Action Item

A. The Commission will consider acceptance of the revised audit letter.

Director True stated that based on new audit rules we are required to have a disclosure letter since the Auditor Controller's office not only does our audit but also manages our trust fund. Director True said the drafted language was reviewed and approved by the State Controller's Office and also First 5 California and it was recommended that we go back and prepare a new audit letter for FY 2007-08 to be approved by the Commission.

M/S/P: (Commissioner Cecilia Espinola/Commissioner Mark Stone) unanimously moved to accept the revised 2007-2008 audit letter.

9. 2009-2010 Budget – Action Item

A. 2009-2010 Funding Timeline and Committee Recommendations

Director True presented a \$4.6 million budget to the Commission for their review and adoption. Director True acknowledged and thanked the entire First 5 Team for their work in preparing all the new contract documents along with preparing and mailing out Commission packets.

Director True expressed her thanks to the Ad Hoc subcommittee's recommendations to use our First 5 reserves in supporting children served by programs being cut due to the economic downturn. These recommendations were for First 5 to contribute in supporting the safety and health of our children by spending our reserves more rapidly than planned, with the reserves focusing on the health and safety of children because there is a line of well being below which no child should have to fall, and with the reserves focusing on the basic protective foundational activities as the first priority when considering the use of reserves or in reexamining decisions made during the Strategic Planning process. Director True reviewed the subcommittee's recommendations in the Healthy Children, Children Learning and Ready for School, Strong Families and System Integration goal areas. The committee recommended allocations up to another \$500,000 should the state need our help on the Healthy Families program. Director True stated that there are no changes on reaching developmental milestones, although funds have been earmarked for the neurodevelopmental clinics.

Under the Children Learning and Ready for School goal area, Director True stated that due to the budget deficit, a contract has been negotiated with the Santa Cruz Public Library to keep the "Read To Me" program alive.

Director True stated that \$500,000 had been allocated in the strategic plan for the Differential Response Initiative. The subcommittee has recommended to increase that allocation to a \$600,000 contract with the Human Services Department. This contract provides \$10,000 in funding for drug and alcohol treatment for families with children 0-5 and also includes an increase of an additional \$90,000 to support programming formerly funded by state CWSIOP funds.

Director True stated that there is only one contract at this time under the category, "Improve Parent and Caregiver Practices that Support Social/Emotional Development." It is with Nicole Young to continue support to coordinate the Triple P pilot project. Director True stated her

recommendations to support planning for a Nurse Family Partnership federal stimulus proposal with funding for a grant writer of \$3,000, support for Head Start parenting education expansion for non Head Start families, support for a pilot training of mental health and social work staff in Triple P parenting program for intensive needs families up to \$45,000, support for the launch of 211 in the amount of \$20,000 with no funds released until a formal proposal is provided, and funding to be proposed in the fall to launch a pilot visit supervision project in partnership with the Juvenile Court, Family and Children's Services and metal health and child development providers in an amount not to exceed \$112,000

Director True stated that the Commission has allocated \$100,000 a year for 3 years toward system integration efforts, and this year's budget includes \$44,355 to support programs impacted by the economic downturn.

- B. The Commission will consider approval of First 5 Santa Cruz County Fiscal Year 2009-2010 Budget in an amount not to exceed **\$4,593,874** and the following related contracts:

1. **Operating Expenses – General Admin/Program Support**

- a. Approval of contract with the United Way of Santa Cruz County for First 5 Administrative and Program Support Operations between July 1, 2009-June 30, 2010 in an amount not to exceed \$504,503 and direction to staff to finalize, negotiate, and amend contract as necessary.

M/S/P: (Commissioner Mark Stone/Commissioner Salem Magarian) unanimously moved to approved a contract with the United Way of Santa Cruz County for First 5 Administrative and Program Support Operations between July 1, 2009-June 30, 2010 in an amount not to exceed \$504,503 and direction to staff to finalize, negotiate, and amend contract as necessary.

2. **Program Investments**

M/S/P: (Commissioner Michael Watkins/Commissioner Mark Stone) unanimously moved to approve items 2.a. – 2.d. as follows:

- a. Approval of contract with the United Way of Santa Cruz County for First 5 Systems Change/Community Strengthening Operations between July 1, 2009-June 30, 2010 in an amount not to exceed \$496,125 and direction to staff to finalize, negotiate, and amend contract as necessary.

The following contracts are included in the First 5 Systems Change/Community Strengthening Operations contract amount:

1. Approval of consultant contract with Luanne Barr for First 5 SCC SUN efforts and products in an amount not to exceed \$1,000 between July 1, 2009 and June 30, 2010 and direction to staff to finalize, negotiate, and amend contract as necessary.
2. Approval of consultant contract with Nicole Young for First 5 Service Integration coordination efforts and products in an amount not to exceed \$66,675 between July 1, 2009 and June 30, 2010 and direction to staff to finalize, negotiate, and amend contract as necessary.
3. Approval of consultant contract with Kate Horst for curriculum, training and licensing fees in an amount not to exceed \$25,000 between July 1, 2009 and June 30, 2010 and direction to staff to finalize, negotiate, and amend contract as necessary.
4. Approval of consultant contract with Linda Kishlansky for implementation of a standardized developmental screening tool in an amount not to exceed \$10,000

between July 1, 2009 and June 30, 2010 and direction to staff to finalize, negotiate, and amend contract as necessary.

b. Approval of contract with the United Way of Santa Cruz County for First 5 School Readiness Initiative Operations between July 1, 2009-June 30, 2010 in an amount not to exceed \$191,971 and direction to staff to finalize, negotiate, and amend contract as necessary.

c. Consideration, Approval, and Direction to Staff to Proceed with Renewing and Enhancing Community Technology Knowledge's (CTK) contract for services related to SCCSUN not to exceed \$15,220 between July 1, 2009-June 30, 2010, and direction to staff to finalize, negotiate, and amend contract as necessary.

d. Consideration and Approval of FY 2009-2010 community grants and initiative funding and Direction to Staff to finalize, negotiate, and amend contracts as necessary:

M/S/P: (Commissioner Mark Stone/Commissioner Beth Benjamin) moved to approve item 2.d. with Commissioners Rama Khalsa and Cecilia Espinola abstaining from action due to a potential conflict of interest.

Cabrillo College.....	\$67,000.
Community Bridges-La Manzana.....	\$97,000.
Health Services Agency-Children's Mental Health-Families Together.....	\$35,522.
Health Services Agency-Health Care Outreach Coalition.....	\$388,512.
Health Services Agency-Healthy Kids premiums.....	\$440,000.
Health Improvement Partnership of Santa Cruz County.....	\$54,000.
(on behalf of Healthy Kids	
Human Services Department - Families Together.....	\$574,478.
PVUSD, Child Development Division-Raising A Reader.....	\$175,300.
Santa Cruz Community Counseling Center, Starlight Infant/Toddler Program....	\$500,000.
Santa Cruz Public Libraries-Read to Me.....	\$9,362.

10. Development of Evaluation RFP

A. Commission will hear an update on releasing an RFP for an evaluation contractor.

Chair Campbell requested that an ad hoc committee be established to develop an RFP for an evaluation contractor, and Commissioner Khalsa, Chair Campbell, and Commissioner Sabbah volunteered to serve on this committee. Director True stated that the Commission had previously decided to issue an RFP for an evaluation contractor as soon as we had our new strategic plan. Director True stated the RFP will be released in July and the Commission will consider approval of an evaluation contractor at the September 23rd commission meeting.

11. 1D Debriefing & Communications: Invest in the Early Years

Director True reviewed First 5 California Public Awareness Campaign, with the major media market being targeted first. Director True said that whenever there is heightened public awareness it is also a good time for us to think about going to community groups and our elected officials to let them know the importance of the first 5 years and the effectiveness of our dollars to support the healthy development of children. Director True distributed the Harvard Center for the Developing Child's, briefs re brain development and early childhood Director True asked the Commissioners to review the policy briefs and think about what we need to do as a Commission to help Santa Cruz County understand the importance of early childhood and how to get the word out again about the early years. Commissioner Stone asked that these policy briefs be put on a future agenda to discuss at a later time.

12. Executive Director's Report

Director True thanked Chair Campbell for her leadership role in the workforce development committee of the Water Cooler coalition, her presentation at the Water Cooler Conference in March, and as part of California's Workforce Team at the National Association of Education of the Young Child Conference.

Director True stated that our audit fieldwork for FY 2007-08 has begun.

Director True stated that both Commissioners Magarian and Watkins will receive awards from the Special Parents Information Network for their work on behalf of children with special needs.

14. Adjourn

The meeting was adjourned at 2:45 PM.