



Commission Meeting Minutes

Wednesday, January 15, 2020

Members Present: Chair Toni Campbell, Bruce Block, Mimi Hall, Lisa Hindman Holbert, Bruce McPherson, Diane Munoz, Ellen Timberlake

1. Call to Order and Establish Quorum

2. Review and Adopt Agenda

M/S/P: (Commissioner Bruce McPherson / Commissioner Diane Munoz) unanimously moved to approve and adopt the Agenda.

3. Consent Agenda – Action Item

- A. Approve Commission October 23, 2019 Meeting Minutes
- B. Accept Financial Report for the period ending December 31, 2019
- C. Accept First 5 Santa Cruz County Grant Application Tracker, 01/15/20
- D. Accept FY 19/20 First 5 Santa Cruz County Contracts Executed Under Executive Director Authority, 01/15/20
- E. Accept FY 19/20 First 5 Santa Cruz County Sponsorships report, 01/15/20

M/S/P: (Commissioner Bruce Block / Commissioner Ellen Timberlake) unanimously moved to approve the Consent Agenda.

4. Community Oral Communications

Dr. Gail Newell introduced herself as the Health Officer for the County of Santa Cruz with the Health Services Agency. She added she also was a Maternal Child Adolescent Health Director for Public Health and an Obstetrician. She said that she was attending the meeting to listen in and learn about the First 5 Commission. Commissioner Mimi Hall added that she was happy that Dr Newell was attending the meeting and added that Dr. Newell has a long career in OBGYN, both in Fresno and in San Benito Counties. When she was with Fresno County, she was the Maternal Child Adolescent Health Director. She helped them grow their program and was highly respected there. Commissioner Hall added how happy she is to have Dr. Newell join the County of Santa Cruz Health Services Agency.

5. Commissioner Oral Communications

Commissioner Lisa Hindman-Holbert shared her experience with Commissioners on a lecture she attended at the Rio Theater with the bestselling author, Dr. Michael Greger. He is an internationally recognized speaker on nutrition, food safety and public health issues and gave a talk titled, "How Not to Die."

Commissioner Ellen Timberlake announced that the City of Santa Cruz is moving forward on the childcare developer fees. She added that this is a great development and that the City will be working closely with her department to ensure that the implementation and coordination of the two entities will provide for a better outcome for the community.

6. Strategic Plan Update and Input Session – Information Item

Nicole Young (Optimal Solutions Consulting) provided an update on the strategic planning process and lead the Commission through an input session to inform ongoing development of the plan.

7. 2019-2020 Budget Revision – Action Item

A. The Commission approved the Revised First 5 Santa Cruz County Fiscal Year 2019-2020 Budget in an amount not to exceed \$3,884,546.

Director Brody stated that consistent with prior years we are submitting a mid-year budget revision with the following contracts requiring the mid-year update:

1. Santa Cruz County Office of Education has contracted with First 5 in an amount not to exceed \$50,000 for the addition of a new Newborn Enrollment Coordinator. This Coordinator will help implement the integration of a new consent process, data sharing with the SCCOE which will allow the assignment of a student identification number at birth, and who will also support enrollment and parent access to the new “SEEDS” Children’s Savings Account.
2. The final grant award for FY 19/20 for the Quality Counts CA Block grant award was approximately \$10,000 more than projected in the June 2019 budget.
3. The final year IMPACT budget revision was approximately \$100,000 more than the projected \$628,682.in the June 2019 budget.

M/S/P: (Commissioner Bruce McPherson / Commissioner Mimi Hall) unanimously moved to approve the Revised First 5 Santa Cruz County Fiscal Year 2019-2020 Budget in an amount not to exceed \$3,884,546.

B. The Commission delegates authority to the Executive Director to negotiate, execute, and amend contracts up to the amounts specified.

I. Operating Expenses – General Admin/Program Support/Evaluation

Approval of contract with the United Way of Santa Cruz County for First 5 Administrative and Program Support Operations between July 1, 2019 and June 30, 2020 in an amount not to exceed \$625,035. **(no change)**

II. Program Investments

a. Approval of contract with the United Way of Santa Cruz County for First 5 Systems Change/Community Strengthening Operations between July 1, 2019 and June 30, 2020 in an amount not to exceed \$1,548,234.

M/S/P: (Commissioner Ellen Timberlake / Commissioner Diane Munoz) unanimously moved to approve the contract with the United Way of Santa Cruz County for First 5 Administrative and Program Support Operations between July 1, 2019 and June 30, 2020 in an amount not to exceed \$625,035 (no change) and the contract with the United Way of Santa Cruz County for Change/Community Strengthening Operations between July 1, 2019 and June 30, 2020 in an amount not to exceed \$1,548,234.

The following subcontracts for amounts over \$20,000 are included in the First 5 Systems Change/Community Strengthening Operations contract with United Way of Santa Cruz County:

- I. Subcontract with Encompass Community Services (Early Head Start) for an amount not to exceed \$22,080.
- II. Subcontract with Pajaro Valley Unified School District (Migrant Seasonal Head Start) for an amount not to exceed \$22,080.

8. Proposition 10 Revenue Update and Form 700 – Information Items

A. Director Brody updated the Commission on Proposition 10 Revenue:

- The FY 19/20 Proposition 10 disbursements are significantly delayed which is creating potential cash flow challenges;
- July and August 2019 Pro. 10 and Prop. 56 Backfill disbursements were received just the week of January 15, 2020;
- The Prop. 10 revenue actuals (July-August) and projected September in Quarter 1 are down 25% as compared to Quarter 1, FY 18-19;
- The good news is that Prop. 56 Backfill Actuals are up 140%;
- First 5 Santa Cruz County could face a net 8-11% year-over-year reduction in total Prop. 10 revenue if the 25% reduction trend continues.

B. Director Brody reminded the Commissioners to file their Form 700 by March 1, 2020.

C. The next meeting is scheduled for March 18, 2020.

9. Adjourn

The meeting was adjourned at 3:02 pm.