

First 5 Solano Children and Families Commission

Minutes of Meeting – Tuesday, March 5, 2013, 5:30PM
601 Texas Street, Conference Room B, Fairfield, CA

Attendance

Commissioners: Dana Dean (Vice-Chair), Dan Ayala, Jay Speck, Stephan Betz, Elaine Norinsky, Liz Niedziela, Aaron Crutison

Staff/Public: Commission staff and 10 members of the public were present

Call to Order

The meeting was called to order at 5:37PM by Vice-Chair Dean.

I. Public Comment

No public comment.

II. Consent Calendar

A. Approve the Commission Meeting Agenda for March 5, 2013

B. Approve the minutes of the January 8, 2013 Commission Meeting

Moved: Commissioner Ayala

Vote: 7-0-0

III. Awards of Funding – Request for Applications #2013-01: First 5 Solano Pre-Kindergarten Academies

Commissioner Dean recused herself, stating a potential conflict and possible appearance of impropriety due to the fact that she is a member of the Benicia Unified School District Board of Education, one of the applicants. She left the room.

Motion:

A. RFA #2013-01/Pre-Kindergarten Academy Services – Approve awards of funding of up to \$79,542 for 2013 Pre-Kindergarten Academy services as recommended below by the Review Panel, with qualifications as outlined in the staff report, from among requests for funding as follows:

1. Up to \$10,000 for 1 Pre-Kindergarten Academy session, as well as one weekly 3-hour session for wait-listed children, to Fairfield-Suisun Unified School District
2. Up to \$9,577 for 1 Pre-Kindergarten Academy session to Travis Unified School District
3. Up to \$9,966 for 1 Pre-Kindergarten Academy session to Vacaville Unified School District
4. Up to \$10,000 for 1 Pre-Kindergarten Academy sessions to Vallejo City Unified School District
5. Up to \$10,000 for 1 Pre-Kindergarten Academy session to Benicia Unified School District
6. Up to \$9,999 for 1 Pre-Kindergarten Academy session to Circle of Friends Child Development Center
7. Up to \$10,000 for 1 Pre-Kindergarten Academy session to Solano County Licensed Family Child Care Association

8. Up to \$10,000 for 1 Pre-Kindergarten Academy session to River Delta Unified School District

Discussion: Commissioner Betz gave a brief synopsis of the proposals received and introduced Christina Arrostuto, Executive Director, to deliver the staff report. Ms. Arrostuto gave the demographics of the locations of the Pre-Kindergarten academies, with the recommendation to fund at least one academy at each location. The locations were given an order by first geographical location and second the rank order from the panel. She stated that, should the Commission choose to fully fund all of the requests, which is the Staff recommendation, funding from the FY2012/13 Discretionary Fund was available (this funding, if unspent, automatically rolls forward to FY2013-14 for one year only).

Commissioner Niedziela asked if there is a way that Dixon can be considered for allocation of a Pre-Kindergarten grant. Ms. Harris had the idea of conducting an additional solicitation just for Dixon. Commissioner Betz asked the geographical area that Solano County Licensed Family Child Care Association application would serve. Staff noted that the area covered is: Benicia, Fairfield and Vallejo.

Moved: Commissioner Ayala

Vote: 6-0-0 (Commissioner Dean recused herself stating potential conflict and possible appearance of impropriety)

Motion:

B. Approve additional awards of funding for RFA #2013-01/Pre-Kindergarten Academy Services of up to \$69,966 for Pre-K Academy Services as recommended below by the Review Panel, with qualifications as outlined in the staff report, from among request for funding as follows:

- 1. Up to \$50,000 for 5 Pre-Kindergarten Academy sessions, as well as 5 weekly 3-hour sessions for wait-listed children, to Fairfield-Suisun Unified School District**
- 2. Up to \$9,966 for 1 Pre-Kindergarten Academy sessions to Vacaville Unified School District**
- 3. Up to \$10,000 for 1 Pre-Kindergarten Academy sessions to Vallejo City Unified School District**

Moved: Commissioner Speck

Vote: 6-0-0 (Commissioner Dean recused herself stating potential conflict and possible appearance of impropriety)

Staff were directed to solicit in Dixon for Pre-K Academy services. Commissioner Dean returned to meeting.

Ms. Arrostuto announced that a Bay Area-based non-profit, "K to College," has agreed to donate 200 Early Learning Kit backpacks to the Solano Pre-Kindergarten Academies.

IV. FY2013/14 Proposed Budget

A. Consider approval of the First 5 Solano FY2013/14 Proposed Budget

Discussion: Michele Harris, Deputy Director, presented the proposed fiscal Fy2013/14 budget. This is the second year of the Commission's three year funding cycle. The budget is built on several assumption, the first assumption is that the Proposition 10 funds will be available, as well as the matching funds for CARES Plus (First 5 CA), Partnership for Early Access for Kids (Health and Social Services Mental Health Prevention and Early Intervention and Child

Signature Program (First 5 CA). The budget also assumes that the Commission will implement its Discretionary Fund in the amount of \$250,000 for FY2013/14. The budget was submitted as required to the County as part of the overall Budget process in late February, with the understanding that the Commission must give final approval, with any changes, at its March meeting each year.

The Commission's largest expenditure is in the area of program investments. Administrative costs are projected to be approximately 9% (well under the cap of 15%), with 3% allocated for data collection and evaluation services. Ms. Harris noted that overall expenditures would increase by approximately \$112,000 in FY2013/14 based on direction from the Commission at its January 2013 meeting (the Commission re-funded some activities for FY2013/14 that had gone unfunded in FY2012/13, before AB99 was resolved).

Motions: Approve the First 5 Solano FY2013/14 Proposed Budget

Moved: Commissioner Betz

Vote: 7-0-0

Ms. Arrostuto asked that the Commission join her in recognizing the diligent work and leadership of Deputy Director Michele Harris in preparing the Budget submission.

V. Committee Reports

A. Systems and Policy Committee

Discussion: Commissioner Dean turned to Lynn Hoffman, Policy and Fund Development Manager, for specific remarks and an update from the Systems and Policy Committee meeting. Ms. Hoffman reported that Early Childhood Funders (ECF) have been collectively thinking how they could raise issues on child development. In conversations with CEO of Kaiser, and the Bay Area Council will be working together to raise \$1million for such a campaign, along the lines of Kaiser's "Thrive" campaign.

B. Program and Community Engagement Committee

Discussion: Commissioner Betz led the discussion regarding the Discretionary Fund Policy. He reviewed Attachment A (current Discretionary Fund Policy); Attachment B (proposed changes with strikeouts and italicized new language) and Attachment C (revised policy with the strikeouts and italicized language accepted). The Committee proposed these changes to ensure that the Commission would continue to focus on leveraging funds, and to explicitly state that Commission does not accept unsolicited proposals.

Commissioner Dean asked a question, under types of grants, we state that there is a statement that we will not accept unsolicited proposals, however, we also state that time-sensitive or short-term efforts are items that we can support through the Discretionary Fund Policy. Ms. Arrostuto noted that this is language that has been in the policy since it was first approved. Commissioner Dean asked if staff could provide examples of these types of grants.

Motion: Approve the revised Discretionary Fund policy to streamline and clarify uses and guidelines for this fund.

Moved: Commissioner Betz,

Vote: 7-0-0

The Commission directed staff to provide examples of "short-term" and "time-sensitive" grants that could be approved under the Policy.

VI. Executive Director's Report

A. Consider approval of the Transition Plan for Case Management of Clients to the Persimmony Data System.

Discussion: Ms. Arrostuto gave the staff report to the Commission regarding Persimmony Data System. She emphasized that this service (ability to utilize Persimmony for case management) would be offered to all First 5 grantees. Commissioner Betz asked to get periodic updates regarding the data system.

Moved; Commissioner Speck

Vote: 7-0-0

VII. Grantee Presentation

Nancy Calvo, Health and Social Services Public Health/Health Services Administrator, introduced Nazlin Huerta, Health Services Manager, to give a presentation to the First 5 Solano Commission regarding Healthy Families America and the BabyFirst Solano initiative.

Ms. Huerta gave the history of BabyFirst Solano and First 5 Solano Families and Commission relationship, beginning in 2005. The current Memorandum of Understanding between First 5 Solano and BabyFirst Solano was enacted for the 2012-2015 funding cycle. BabyFirst links to the First 5 Solano strategic plan through multiple Priority areas – health and well-being and family support/parent education. Ms. Huerta covered the flow chart on how the services are delivered to residents of Solano County that are participants in the BabyFirst program or Healthy Families America.

BabyFirst is contracted to serve 175 clients annually, through prenatal care, medical insurance, substance abuse and behavioral health screening and services, pre-natal and post-natal home visiting, support and education through case management (primarily through the home visiting focus), enhance family functioning by reducing risk and building protective factors. They noted that although this represents far fewer clients served than in previous rounds of BabyFirst funding, the services are targeted to highest-risk clients and supported by an evidence base that shows lasting improvement in the quality of life for the families served.

VIII. Commissioner Remarks

Commissioner Dean welcomed First 5 Solano's newest commissioner, Commissioner Niedziela.

Commissioner Niedziela let the Commission know that she excited to be joining the group and is very happy to be here and to share her knowledge on transportation.

Meeting adjourned at 6:59

Approved: 