

## First 5 Solano Children and Families Commission

### Minutes of Meeting – Tuesday, January 11, 2011, 5:00 PM 601 Texas Street, Conference Room A, Fairfield, CA

#### Attendance

Commissioners: Dan Ayala, Chair; Linda Seifert, Vice-Chair; Dee Alarcón, Stephan Betz, Sheryl Fairchild, Debbie Gossell, Elaine Norinsky, Norma Thigpen.

Staff/Public: Commission staff and approximately three members of the public were present.

#### Call to Order

The meeting was called to order at: 5:21 PM by Chairperson Ayala.

#### I. Public Comment

There was no public comment.

#### II. Approve the Commission Meeting Agenda for January 11, 2011

*Motion: Approve the Commission Meeting Agenda for January 11, 2011.*

*Commissioner Alarcón moved to approve this motion. The motion passed unanimously.*

#### III. Approve Minutes of the December 7, 2010 Commission Meeting

*Motion: Approve Minutes of the December 7, 2010 Commission Meeting.*

*Commissioner Fairchild moved to approve this motion. The motion passed unanimously.*

#### IV. Introduction of 2011 Officers; Appointment of Committee Chairs

Commissioner Ayala thanked the Commission for electing him as the Chair for 2011. He then reviewed the 2011 Officers and Committee Chairs:

- Commission Vice-Chair/Internal Systems Committee Chair - Commissioner Seifert
- Community Engagement Committee Chair - Commissioner Betz
- Program Committee Chair - Commissioner Fairchild
- First 5 Association Liaison/GCYF Planning Committee Liaison – Commissioner Fairchild

Commissioner Thigpen moves from the Internal Systems Committee to the Program Committee.

Commissioner Ayala presented Commissioner Gossell with a plaque thanking her for her dedicated work as the 2010 Commission Chair. Commissioner Gossell thanked the Commission and commented that she was honored to serve on the Commission. She thanked Supervisor Vasquez for appointing her.

Commissioners Betz and Thigpen arrived at the meeting.

#### V. Resolution #2011-01 honoring Solano County Superintendent of Public Instruction Dee Alarcón on the occasion of her retirement after 42 years of public service

*Motion: Resolution #2011-01 honoring Solano County Superintendent of Public Instruction Dee Alarcón on the occasion of her retirement after 42 years of public service.*

Discussion: Commissioner Ayala read the resolution honoring Commissioner Alarcón.

Commissioner Alarcón thanked the Commission and the community for all of their support over the years.

***Commissioner Betz moved to approve this motion. The motion passed unanimously.***

## **VI. CARES Plus Application**

***Motion: Consider approval of the Solano CARES Plus Application to First 5 California (Lead Agency: First 5 Solano).***

Discussion: Venis Jones Boyd, Quality Child Care and Family Support Programs Manager for First 5 Solano, reviewed the staff report and the CARES Plus Application.

Becky Billing, President of the Solano-Napa Association for Education of Young Children (SNAEYC), informed the Commission that the CARES Plus program contains a program titled Classroom Assessment Scoring System (CLASS). Due to the need for more assessment tools in preschool, this program was adapted from the K-3 arena for the preschool model. It measures the emotional support of a classroom, classroom organization and structural support. Participants from each county will be selected to have a trained observer come in and do this assessment, as well as recommend areas for improvement. That will then drive the professional development plan for CARES participants.

Ms. Boyd commented that once the application is approved, start-up funds would be provided by First 5 California from February through June. The program would be implemented July 1. Commissioner Betz asked how First 5 could promote to the community the information that the child care providers have been assessed, and share the scores. Ms. Boyd commented that Cheryln Ellington, Community Programs Manager for First 5 Solano, would work on informing the community of the high quality providers that are participating in the CARES Plus program.

Commissioner Gossell commented that many parents ask school secretaries for referrals to high-quality child care providers. She suggested that the Commission distribute information asking them to refer parents to Solano Family and Children's Services, which is a collaborative partner in the Solano CARES Plus program.

***Commissioner Gossell moved to approve this motion. The motion passed unanimously.***

## **VII. Executive Director's Report**

Christina Arrostuto, Executive Director, reported that there is a proposal in the governor's budget to take half of the First 5 reserves and divert half of the ongoing First 5 revenue statewide. The funds taken from reserves would go to fund state programs. The diverted revenue would go into the state general fund. These changes would have to be approved by the voters, probably as part of a special election in June 2011.

Ms. Arrostuto gave the Commission an update on the Stage 3 Child Care funding.

Ms Arrostuto reported on staff activities:

- Venis Jones Boyd had been asked to present at a workshop on collaboratives at the upcoming First 5 Association staff summit;
- Chris Shipman, Health and Well-Being Programs Manager, made a presentation in November on comprehensive, collaborative health services;
- Lynn Hoffman, School Readiness Programs Manager, was asked to showcase the First 5 summer bridge programs at a preschool learning circle meeting;
- Cheryln Ellington has been asked to present on First 5 Solano's partnership with text4baby

at a statewide parent's conference.

Commissioner Ayala presented Heather Devaney, Administrative Secretary for First 5 Solano, with a Distinguished Service Award for outstanding achievement as the Team Leader for the 2010 United Way and Food Fight campaigns. He informed the Commission that the First 5 bake sale raised \$285 to go towards the Food Fight. Ms. Devaney thanked the Commission for the award and recognized Denise Winters, Accounting Clerk II for First 5 Solano, for her collaboration on supplying the baked goods for the sale.

## VIII. Committee Reports

### A. Program Committee (no meeting)

### B. Internal Systems Committee

Discussion: Commissioner Ayala commented that the Committee reviewed the revised schedule for the 2011 Strategic Planning process, and the updated schedule was in the Commission packet.

### C. Community Engagement Committee

Discussion: Commissioner Betz commented that the Committee discussed the \$30,235 earmarked for children's services in memory of the 4 young children killed in a Fairfield fire in May 2010. The Committee approved the staff recommendation to use the funds for scholarships for swim lessons for local children (drowning and drowning injuries are a major cause of death and injury of young children). The Commission directed staff to ensure that there was outreach for the scholarships.

The upcoming Community Input Report was also discussed. Commissioner Betz noted that Commissioners would be asked to attend existing community group meetings to gather information for the report.

## IX. Commissioner Remarks

There were no Commissioner remarks.

The Commission took a short break.

## X. Strategic Planning

***Motion: Review and consider revisions to the First 5 Solano Vision, Mission and Core Values.***

Discussion: Dr. Lori Allio, Senior Associate for HTA (First 5 Solano's 2011 Strategic Plan Update consultant), led the Commissioners in a review of First 5 Solano's Mission, Vision and Core. First, Commissioners commented on their view of the mission of First 5 Solano. Responses included: create programs to serve local needs in a collaborative process with direct service agencies; educate parents, especially young mothers and fathers; foster partnerships to promote healthy communities for children; develop partnerships and support programs that enhance the lives children zero to five and their families; assess and analyze community needs related to young children; provide leadership, direction and visibility to issues for children zero to five; facilitate collaborative approaches; help assess the community and develop strategies; provide technical assistance to the community; provide capacity so that community based agencies, as well as other agencies that participate in the collaborative, are empowered to deliver services; support evidence-based programs; use evaluation to inform our future work.

Commissioner Seifert arrived at the meeting.

Dr. Allio next asked Commissioners to brainstorm the key programs First 5 Solano supports. Responses included: family support; Integrated Family Support Initiative; early childhood mental health; children's safety; school readiness; perinatal and prenatal health; support promising practices with mini-grants; quality child care; community education and awareness; collaboration; family resource centers; parent education and training; engaging with policymakers; legislative outreach at the local, state and national levels; children's health insurance; preschool for all; basic needs funding; First 5 Futures; leadership role in statewide thinking and planning; leveraging funding; innovation and leadership; sustaining existing county and non-profit programs that would not be able to operate without First 5 funding; creating public awareness around early childhood and its importance; creating, identifying and distributing tools and resources to educate families

Commissioners discussed areas on which they would like to focus or enhance in the future. Suggestions included: generate funding independent of the traditional source; incorporate First 5 Solano as an entity that generates funds; reach out to potential donors; build a support system; broaden the stakeholder base; fundraise and find outside grants that support the current mission.

Next, funded programs were "cross-walked" with the mission statement. This exercise surfaced items not captured in the current mission statement, including educating the community, sustainability, generating funds and broadening the stakeholder base.


The Commissioners tentatively agreed on changes to the Mission Statement as follows: *"First 5 Solano Children and Families Commission is a leader that fosters and sustains effective programs and partnerships with the community to promote, support and improve the lives of young children, their families and their communities."*

Commissioners then reviewed the current Core Values. Suggestions included: remove the word "will" from the Values; revise the Community Engagement Core Value to remove the asset statement and add "being accessible to our stakeholders"; revise the Respect for Diversity Core Value (Commissioners asked staff for two versions of this statement to come back for their review); draft a new Core Value on Sustainability; and revise the Accountability Core Value to state "We establish goals for progressing toward our vision, define results for funded endeavors, measure and report our progress, and use what we learn to improve the lives of children and their families." The revised Core Values will be brought back to the Commission for further discussion and consideration.

## **XI. Future Agenda Items, Meeting Time/Date/Location**

The next regularly-scheduled Commission meeting will be held on March 1, 2011 at 5:00 PM, 601 Texas Street, Fairfield, CA 94533. Future agenda items include: FY2011/12 Budget, Strategic Planning.

Meeting adjourned at 7:58 PM.

  
Heather Devaney, Administrative Secretary

Approved: *March 1<sup>st</sup>, 2011*