

**First 5 Solano Children and Families Commission
Commission Meeting**

October 8, 2019, 5:30 PM – 7:30 PM
601 Texas Street, Fairfield, CA

Minutes

Commissioners present: Erin Hannigan, Jerry Huber, Lenessa Anderson (arrived 5:38 PM), Jennifer Barton, Aaron Crutison, Mina Diaz (arrived 5:45 PM), Lisette Estrella-Henderson (arrived 6:30 PM), Nicole Neff, Tyffany Wanberg

First 5 Solano Staff present: Michele Harris, Megan Richards, Kwiana Algeré, Gene Ibe, Lorraine Fernandez, Juanita Morales, Luke Winders

Members of the public present: Kyle Bartle (Eide Bailly), Kathryn Clark Silveira (CARE 4 EM), Robin Cox (Solano County Public Health), Kathy Lago (Solano Family & Children's Services), Lisa Niclai (Applied Survey Research), Penny Paxton (Solano County Public Health)

Chair Hannigan called the meeting to order at 5:34 PM

I. Public Comment

No public comment

II. Consent Calendar

Motion:

- A. Approve the October 8, 2019 Commission Meeting Agenda
- B. Approve August 13, 2019 Commission Meeting Minutes
- C. Approve the 2020 Commission Meeting Schedule

Moved by Commissioner Barton; Seconded by Commissioner Huber

Approved 6-0-0

Yea: Commissioners Barton, Crutison, Hannigan, Huber, Neff, Wanberg

Nay: None

Abstain: None

III. Chair Appoints Nominating Committee for 2020 Officers

Commissioner Neff and Chair Hannigan volunteered to form a nominating committee.

Commissioners Anderson and Diaz arrived

IV. Public Hearing: First 5 Solano FY2018/19 Annual Audit

Public comments: none

Chair Hannigan opened the Public Hearing. Kyle Bartle Eide Bailly (formerly Varinek, Trine, Day & Co) presented the annual audit for First 5 Solano. Eide Bailly issued an unmodified opinion, which is their highest level of assurance. No disagreements with management occurred outside normal process.

Motion: Receive First 5 Solano FY2018/19 Annual Audit

Moved by Commissioner Barton; Seconded by Commissioner Wanberg

Approved 8-0-0

**Yea: Commissioners Anderson, Barton, Crutison, Diaz, Hannigan, Huber, Neff,
Wanberg**

Nay: None

Abstain: None

Commissioner Estrella-Henderson arrived

V. Public Hearing: First 5 Solano FY2018/19 Annual Report

Chair Hannigan opened the Public Hearing. Lorraine Fernandez, First 5 Solano Program Manager, presented the First 5 Solano Annual Report, reviewing the work being done and citing success stories in the priority areas of Health and Well-being; Early Childhood Learning & Development; and Family Support & Parent Education. More residents were served this year than last despite lower expenditure, though there was a slight decrease in number of Spanish-language clients.

Lisa Niclai, Applied Survey Research Vice President of Evaluation, shared results and progress in the four components of the Systems Change Implementation Plan.

Public comments: Kathy Lago, Executive Director of Solano Family & Children's Services, thanked the Commission for entrusting her agency with the Help Me Grow program and emphasized the importance of collaboration in making sure Solano County families get the services they need.

Motion: Approve the First 5 Solano submission to First 5 CA for the FY2018/19 Annual Report

Moved by Commissioner Estrella-Henderson; Seconded by Commissioner Anderson

Approved 9-0-0

**Yea: Commissioners Anderson, Barton, Crutison, Diaz, Estrella-Henderson,
Hannigan, Huber, Neff, Wanberg**

Nay: None

Abstain: None

VI. FY2019/20 Allocations of Funding

Commissioners Crutison and Huber recused themselves.

Juanita Morales, First 5 Solano Program Manager, reviewed the successful implementation of the oral health program in FY2018/19, which served 593 children ages 0 - 5. Robin Cox, Senior Health Services Program Manager for Solano County Public Health, thanked the Commission for funding services last year. Services are greatly needed and fill a gap that could not otherwise be provided by Public Health.

Motion: Consider approval of an allocation of funding of up to \$40,000 for FY2019/20 to Solano County Health & Social Services, Public Health Division for dental services

**Moved by Commissioner Barton; Seconded by Commissioner Wanberg
Approved 7-0-0**

**Yea: Commissioners Anderson, Barton, Diaz, Estrella-Henderson, Hannigan,
Neff, Wanberg**

Nay: None

Abstain: None

Recused: Crutison, Huber

Commissioners Crutison and Huber returned.

Ms. Morales described the programs recommended for funding in this second Request for Applications in FY2019/20. Kathryn Clark Silveira, CARE 4 EM, explained how "Drum and Rhythm" classes could provide stress management where space and physical ability restrictions prohibited Mindful Movement classes. Commissioners asked where Ready.....Set....Survive! and ChildPlay Institute would provide services. Ms. Morales shared that Ready...Set....Survive! had multiple sites planned around the county and The ChildPlay Institute's program would be at Hann's Park in Vallejo. Commissioner Crutison asked why the ACEs awareness programs already being funded was not reaching as many families in Rio Vista. Megan Richards, First 5 Solano Deputy Director, explained that extra investments are needed to be equitable because Rio Vista families do not engage in programs held at locations central to the entire county.

A. *Motion: Consider approval of allocations of funding of up to \$56,945 for FY2019/20 Annual Grants in response to Request for Applications #2019-04 as follows:*

- 1. *Up to \$19,905 to Ready... Set...Survive! to provide CPR trainings for parents of children ages 0-5***
- 2. *Up to \$10,000 to Rio Vista CARE to build awareness in Rio Vista of Adverse Childhood Experiences***
- 3. *Up to \$18,540 to CARE 4 EM to provide "Drum and Rhythm" classes for children ages 0-5 and their caregivers.***
- 4. *Up to \$8,500 to The ChildPlay Institute to provide a nature-based education program for children ages 3-5***

Moved by Commissioner Barton; Seconded by Commissioner Diaz

Approved 9-0-0

**Yea: Commissioners Anderson, Barton, Crutison, Diaz, Estrella-Henderson,
Hannigan, Huber, Neff, Wanberg**

Nay: None

Abstain: None

VII. Policy and Oversight Committee Report

Motion: Consider approval of updates to the following policies with changes that are administrative in nature to reflect current procedures

- A. Annual Grants Policy***
- B. Business Challenge Grant Policy***
- C. Community Engagement Fund Policy***
- D. Compliance in Contracts Policy***
- E. Contracting and Procurement Policy***
- F. Co-Sponsorship of Conferences and Training Policy***

Megan Richards shared changes to six policies that are administrative in nature reflecting consolidation of committees, clarifying how funding levels are allocated, reflecting that only one Annual Grant per Fiscal Year will be funded for any one agency.

Moved by Commissioner Huber; Seconded by Commissioner Crutison

Approved 9-0-0

**Yea: Commissioners Anderson, Barton, Crutison, Diaz, Estrella-Henderson,
Hannigan, Huber, Neff, Wanberg**

Nay: None

Abstain: None

VIII. Executive Director's Report

Ms. Harris showed a video promoting the Vallejo First 5 Center narrated by Commissioner Hannigan and invited all Commissioners to come see the progress on the Center.

IX. Commissioner Remarks

Commissioners welcomed Tyffany Wanberg to the Commission. Commissioners shared their enthusiasm for the opening of the Vallejo First 5 Center.

X. Future Agenda Items

The next Commission meeting will be held on December 3, 2019 at 5:30PM at either 601 Texas Street, Conference Room B, Fairfield or 3375 Sonoma Boulevard, Suite 30, Vallejo. Future agenda items include: Committee Reports, First 5 Center Update, First 5 Calendar Preview.

Adjourn

Chair Hannigan adjourned the meeting at 7:10 PM.

Luke Winders, Office Assistant III

Approved:

A handwritten signature in blue ink, appearing to be 'L. Winders', written over a horizontal line.

