

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

January 12, 2016, 5:30 PM – 7:30 PM
601 Texas Street, Suite 210, Fairfield, CA

Minutes

Commissioners present: Marisela Barbosa (Chair), Liz Niedziela (Vice Chair) Jay Speck, Elise Crane (departed 6:32pm), Dan Ayala, Erin Hannigan, Aaron Crutison (arrived 6:05pm) and Dana Dean

First 5 Solano Staff present: Michele Harris, Megan Richards, Ciara Gonsalves, Cheryln Ellington Hunt, Venis Boyd, and Christiana Lewis

Members of the public present: Maria Vicondoa (EMQ FF) and Lisa Eckhoff (Solano County Office of Education)

Chair Barbosa called the meeting to order at 5:31pm.

I. Public Comment

None.

II. Consent Calendar

- A. Approve the January 12, 2016 Commission Meeting Agenda
- B. Approve the December 1, 2015 Commission Meeting Minutes

Motion: Approve the Commission Meeting Agenda for January 12, 2016, and approve minutes of the December 1, 2015 Commission Meeting.

**Moved by Commissioner Speck; Seconded by Commissioner Dean
Approved 7-0-0**

**Yea: Commissioners Barbosa, Niedziela, Speck, Crane, Ayala, Hannigan, and
Dean**

Nay: None

Abstain: None

III. Introduction of 2016 Officer; Chair Appoints Committee Chairs

Chair Barbosa introduced the 2016 Systems and Policy Committee members: Commissioners Crutison and Barbosa, and appointed Commissioner Niedziela as Committee Chair. 2016 Program and Community Engagement Committee members are: Commissioners Ayala and Speck, and Commissioner Hannigan was appointed as Committee Chair.

IV. FY2016-2018 Funding Cycle

Ms. Richards provided an update on the implementation of the FY2016-2018 funding cycle from the Program Investment Plan (PIP) framework. In an effort to secure services by July 1, 2016, staff will release competitive solicitations for those contracts requiring a bid, per the County contracting policy, in January 2016. The Commission will approve the FY2016/17 budget in March 2016 and the award funding in April 2016.

Ms. Richards explained that the two review panels considering bids require at least one Commissioner on each panel. Chair Barbosa asked which Commissioners have participated on review panels in the past. Commissioner Hannigan and Dean have participated on past panels.

V. Communications Update

Ms. Ellington reported that the 2016 First 5 Solano Community Calendar is now being distributed throughout Solano County in both English and Spanish. The calendar is free to the public and provides parents and caregivers with information about their child's health and development; as well as communicates themed monthly messages that are coordinated with other First 5 Solano messages. Community members may order the calendar through a link on the First 5 Solano homepage. Staff has arranged for a majority of the distribution to take place direct from the printer, which streamlines the process and yields cost savings. Commissioner Barbosa asked how many calendars were printed. Ms. Ellington replied that there were 15,000 in English and 3,000 in Spanish.

VI. IMPACT Program Presentation

Ms. Richards provided background information on IMPACT funding and the application process. On July 16, 2015, the Commission approved participation in the initiative and a local investment of \$200,000 over five years to draw nearly \$1.1 million of First 5 CA funds. Phase II of the application process was submitted in December 2015, and Staff anticipate response from First 5 CA in January 2016. Lisette Estrella-Henderson and Lisa Eckoff from the Solano County Office of Education informed the Commission on the development of the Solano Quality Rating Improvement System (QRIS) vision and mission, the system alignment across community partners, regional and statewide efforts, and the implementation of Consortium system level decisions. Ms. Richards pointed out the decisions made by the consortium for the IMPACT funding are mirrored in the work funded by the QRIS Block grant and help create a systematic way to identify what "quality" is and if/how it changes outcomes for children.

First 5 CA has allotted additional funds to create regional training "hubs". First 5 Solano is in a hub region with Sonoma, Napa, Lake, Mendocino, Humboldt, Del Norte and Marin Counties which will provide regional supports, such as training, technical assistance, shared data system and common form templates. Sonoma has proposed to be the lead and share their expertise and best practices with Solano.

In the next six months, First 5 Solano anticipates developing outreach and information materials for providers, parents, the community, and policy makers. The plan is to recruit 15 childcare sites by the end of fiscal year 2015/16. Staff plans to have a launch event in the Spring of 2016.

Commissioner Hannigan asked how many of the initial 15 childcare sites will be home-based childcare. Ms. Richards answered that there is a requirement for a minimum of 8 home-based childcare sites, and the goal is recruit a variety of childcare sites. Commissioner Niedziela asked what the strategies were for maintenance after implementation. Ms. Richards replied that Staff does not know if funding will be available beyond the five-year grant. The goal is to create systems level approaches and a culture of quality improvement among community childcare sites.

VII. Committee Reports

Program and Community Engagement - No items.

Systems and Policy Committee - No items.

VIII. Executive Director's Report

Ms. Harris encouraged the Commission to mark their calendars for two community meetings: a Special Needs Forum hosted by Children's Nurturing Project and the Local Child Care Planning Council, in coordination with Supervisor Skip Thomson on January 21, 2016; and the Third Annual Children and Families Policy Forum on February 27, 2016.

IX. Commissioner Remarks

Chair Barbosa honored Commissioner Crutison with a plaque of appreciation for his service as the 2015 Commission Chair.

X. Future Agenda Items

The next Commission meeting will be held on March 1, 2016 at 5:30 PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: Annual Budget, Committee Reports.

Adjourn

Commissioner Crutison adjourned the meeting at 6:50pm.

Christiana Lewis, Office Assistant III

Approved:

