

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

March 1, 2016, 5:30 PM – 7:30 PM
601 Texas Street, Suite 210, Fairfield, CA

Minutes

Commissioners present: Marisela Barbosa (Chair, arrived 5:44pm), Liz Niedziela (Vice Chair), Jay Speck, Elise Crane (arrived 5:37pm), Jerry Huber, Dan Ayala, Erin Hannigan, Aaron Crutison, and Dana Dean (arrived 5:32pm)

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

Members of the public present: None

Vice Chair Niedziela called the meeting to order at 5:30pm.

I. Public Comment

None.

II. Consent Calendar

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

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

**Moved by Commissioner Crutison; Seconded by Commissioner Speck
Approved 6-0-0**

Yea: Commissioners Niedziela, Speck, Huber, Ayala, Hannigan, and Crutison

Nay: None

Abstain: None

III. First 5 Solano FY2016/17 Proposed Budget

Ms. Richards explained that the FY2016/17 proposed budget follows the direction of the 2016 Strategic Plan update, the 2016-2018 Program Investment Plan (PIP), and the 2016 Long-Term Financial Plan update. The budget was due to the County on February 29, 2016. However, the County will make an allowance for adjustments considering the Commission's meeting schedule. Furthermore, the Commission may submit a supplemental budget through May of 2016. Ms. Richards reminded the Commission that funds assigned to the reserves may not be accessed during the fiscal year once the budget is approved. Staff has asked to allocate \$1 million to a contingency fund, which may be spent after the budget is approved with Board of Supervisors approval.

FY2016/17 is projected at an anticipated 4% decrease in overall revenue at \$4.1 million, and a 31% decrease in overall expenditure at \$4.7 million.

Ms. Richards explained that the Systems Change budget is what is projected to date, but may change pending approval of the final Systems Change Plan. If the Systems Change budget changes based on the final Plan and the activities necessary for implementation, staff will bring the changes in the budget back to the Commission for approval.

The FY2016/17 proposed budget includes 6.0 FTEs, reduced from 7.0 FTEs in previous years. Staff recommends to hold the 1.0 FTE vacant contingent upon the workload of the new Strategic Plan and possible Systems Change direction. Commissioner Crutison asked if the workload for the vacant FTE was divided among staff. Ms. Richards answered that the Commission has eliminated a few contracts and the remaining workload was distributed among the Contract Managers, and Ms. Harris and herself have also taken on some programmatic duties. Commissioner Crutison asked when staff would reassess the workload. Ms. Harris responded when the County does mid-year budgeting. Ms. Harris pointed out that the new Systems Change plan includes allocations for grants to partners who will be responsible for portions of the Systems Change work. Commissioner Barbosa directed staff to inform the Commission if an additional FTE is needed to complete the work outlined in the Strategic and Systems Change Plan.

Commissioner Crane asked if paying agencies to advocate is allowable under the law. Commissioner Crane was also concerned that compensation for advocacy may have contractor implications, such as reluctance to speak against First 5 Solano's mission or vision. Ms. Harris said staff has spoken to County Counsel about what is appropriate to ask of grantees, but staff will continue to have conversations about how the Systems Change Grantee Participation Grants will affect partnerships.

Commissioner Dean asked for a report on Collective Impact activities. Ms. Harris stated that staff will bring Collective Impact update to the Commission at a future meeting.

Motion: Consider approval of the First 5 Solano FY2016/17 Proposed Budget

Moved by Commissioner Speck; Seconded by Commissioner Ayala

Approved 9-0-0

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

Nay: None

Abstain: None

IV. Committee Reports

Program and Community Engagement - No items.

Systems and Policy – At the February 18th meeting, Staff presented draft components for the Systems Change plan which included specific activities under each result area. The Committee asserted that the activities aligned with the result areas, but commented that they may require multiple years to accomplish given the scope. In addition to the Systems Change plan, Staff is also working to create an implementation plan.

V. Executive Director's Report

Ms. Harris has submitted two letters of support on behalf of the Commission to: the Center for Mental Health Services, Substance Abuse and Mental Health Services Administration for Children's Nurturing Project's application to the National Child Traumatic Stress Initiative, and; the Health Resources and Services Administration for Solano County Health and Social Services, Maternal Child Adolescent Health Division in support of a regional partnership with neighboring counties and the State of California to improve children's development outcomes over the course of a 5-year period.

Staff has been working with the Solano Community Foundation to participate in the National Give Local America crowdfunding event, the Big Day of Giving, on May 3, 2016. The purpose of the event is to raise local funds for non-profit organizations. Six of the 27 non-profits participating are First 5 Solano's grantees. Staff has been working with grantees on messaging and outreach for the event.

At the January Executive Directors Group meeting discussions led to the decision that the existing Working Together Differently and Alternative Funding Source workgroups would cease, and efforts would shift to bridging the early childhood funding gap within two years. New efforts include messaging and legislation, Collective Impact, components of programmatic effectiveness across systems, and the exploration of a Non-Profit Coalition for Solano County.

VI. Commissioner's Remarks

Commissioner Huber stated he attended the recent Children's Policy Forum and asked that a future agenda item include First 5 Solano's role with the Funding the Next Generation efforts occurring locally. Commissioner Barbosa also attended the policy forum and thinks there needs to be more education on the difference between involvement, engagement and advocacy because there were parents in attendance who needed clarification.

Commissioner Crane asked which IMPACT hub First 5 Solano is a part of. Ms. Richards answered First 5 Solano is part of the Northern hub, and Sonoma has proposed to act as the lead. Commissioner Barbosa asked for an update on IMPACT work.

Commissioner Hannigan announced that funds were reauthorized for the Nurse Family Partnership home visiting.

VII. Future Agenda Items

The next Commission meeting will be held on April 5, 2016 at 5:30 PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: April Children's Month; Awards of Funding; First 5 CA Annual Report; Website Launch; Committee Reports

Adjourn

Chair Barbosa adjourned the meeting at 6:31pm.

Christiana Lewis, Office Assistant III

Approved:

A handwritten signature in blue ink, appearing to be 'C. Lewis', written over the 'Approved:' text.