

First 5 Solano Children and Families Commission

**Minutes of Meeting – Tuesday, October 1, 2013, 5:30PM
601 Texas Street, Conference Room B, Fairfield, CA**

Attendance

Commissioners: Linda Seifert, Dana Dean, Dan Ayala, Jay Speck, Elise Crane, Marisela Barbosa, Liz Niedziela, Aaron Crutison, Stephan Betz

Staff/Public: Commission staff and 13 Members of the public.

Call to Order

The meeting was called to order at 5:35PM with a salute to the flag led by Ms. Michele Harris.

I. Public Comment

No public comment.

II. Consent Calendar

- A. Approve the Commission Meeting Agenda for October 1, 2013**
- B. Approve the minutes of the August 13, 2013 Commission Meeting**

Moved: Commissioner Crutison

Vote: 7-0-0

III. A. Adopt and present Resolution #2013-05 honoring Michele Harris upon her resignation from First 5 Solano, for her 10 years of distinguished service to the First 5 Commission and Solano County's children aged 0-5, their families and communities

Commissioner Seifert read resolution #2013-05 honoring Ms. Harris for the record. Ms. Harris thanked the staff and reiterated her gratitude for the service to the Commission each have given.

Commissioner Ayala thanked Ms. Harris for providing information throughout the years and has always enjoyed working with Ms. Harris. Commissioner Betz wished Ms. Harris the best going forward.

Moved: Commissioner Betz

Vote: 7-0-0

Commissioner Dean and Commissioner Crane arrived at 5:44.

IV. Public Hearing: FY2012/13 Annual Audit

A. Receive the FY2012/13 First 5 Solano Audit

Katie Tully, Deputy Auditor Controller, presented the First 5 Solano FY2012/13 Annual Audit with Diane Leenders, Accountant-Auditor III, to the First 5 Solano Commission. The Audit was conducted in accordance with government auditing standards. The audit opinion issued to First 5 Solano is an unqualified or clean opinion, a report on internal controls which had no deficiencies identified; the opinion on State compliance is issued as an unqualified or clean opinion.

Page 14 of the Audit contains the government wide statement of activities. The information provided reflects the total expenses outpace total revenues due to the decline in the tobacco tax revenues.

The annual audit will be presented to the Board of Supervisors on October 22, 2013 for their consent and then sent to the State Controller's office to meet the November 1, 2013 deadline.

Commissioner Betz asked what the VCUSD revenue regarding? Ms. Tully responded that the Vallejo Unified School District returned funds in an overpayment that was received.

Motion: Receive FY2012/13 Annual Audit.

Moved: Commissioner Ayala

Vote: 9-0-0

V. Public Hearing: FY2012/13 Annual Report

A. Approve the First 5 Solano submission to First 5 California for its FY2012/13 Annual Report

Cherelyn Ellington Hunt presented the submission to First 5 California for the Annual Report. First 5 California is required to submit a report to the Governor every year by collecting data from all 58 county commissions. The report requires all of the state's annual report elements including program accomplishments, summaries and breakdowns of aggregate data, and revenues expenditures and the fund balance. First 5 Solano also included a table of accomplishments, an internal programs report, a year-end performance report and a leveraged funds report.

The highlights of the report this year are that First 5 Solano Grantees and funds provided services to 7,324 unduplicated children and 7,245 unduplicated parents. Enrollment of 926 children in health insurance and kept 97% of those children consistently enrolled. Provision of prenatal support services resulting in 68 newborns at full-term and optimum birth rate. Over 1,050 developmental health screening for children were completed. Pre-Kindergarten academies helped 193 children become ready for school. Homevisiting services helped 178 children remain safely in their homes/communities. First 5 Solano grantees leveraged First 5 Dollars to the extent of 59% of dollars received.

Commissioner Dean asked what was reflected by the leveraged funds and what is being measured by leveraged funds. Ms. Harris answered that the dollars measured are the tobacco tax dollars that are measured. Commissioner Betz asked how we increased the leveraged funds dollars. Ms. Arrostuto stated that the Commission intentionally funded programs that leveraged dollars.

Moved: Commissioner Ayala

Vote: 9-0-0

VI. Committee Reports

A. Systems and Policy Committee (*Commissioner Dean*)

Receive an update on planning for the annual Commission Retreat – October 19, 2013

The proposed agenda for the annual retreat was discussed in the Systems and Policy Committee Meeting with few changes requested. The committee reviewed the Co-Sponsorship of Training application and awarded funding by means of a scholarship for individuals wanting to attend the event from Solano County.

Ms. Arrostuto advised the Commission that the planning committee for the retreat deciding to bring the Long Term Financial Plan up through committee and present to the Commission in December 2013. The Commission asked staff to bring a short report of the Long Term Financial Plan status to the retreat and come back with a larger discussion to the committee and the commission going forward.

B. Program and Community Engagement Committee (*Commissioner Betz*)

1. Receive a report on evaluation activities for FY2012/13 and plans for FY2013/14
Lisa Colvig-Amir and Kim Carpenter, Applied Survey Research

Commissioner Betz gave an introduction to the evaluation activities for FY12/13 and introduced Lisa Colvig-Amir and Kim Carpenter of Applied Survey Research (ASR), who presented the report. The goals of evaluation consultation to identify enhancements that bring First 5 Solano even closer to evidence-based outcomes, metrics and tools.

Lisa Colvig-Amir reviewed the scope for year one which consisted of reviewing the overarching outcome evaluation design/results framework, create a community-focus report of First 5 Solano achievements, conduct and review evidence-based home visiting programs along with their cost-benefits, and continue to bid on federal grants. There are many accomplishments met in year one, a tri-fold brochure was printed in English & Spanish, then distributed widely to grantee service sites, policymakers and at community events. The outcome and lessons learned for the Home visiting programs do show good value-for-money, and best-fit for families.

Kim Carpenter reviewed the evaluation of evidence-based home visiting programs, family functioning tool review and the cost benefit analysis of the PEAK program. A report and summary of findings was presented to the Commission.

Ms. Colvig-Amir presented the scope for Year 2 which is to provide other measurement, analysis and reporting additional technical assistance. Summarizing status of relevant community indicators and finalize the cost benefit analysis of the PEAK program.

VII. Chair Appoints Nominating Committee for 2014 Officers

Volunteers: Commissioner Ayala and Commissioner Dean.

VIII. Executive Director's Report

Ms. Arrostuto introduced new staff to the Commission. Ciara Gonsalves, started on September 30th as First 5 Solano's Policy and Fund Development 5, Ms. Gonsalves previously held the position as our college-intern for First 5 Futures before going to Partnership Health and returning to First 5 Solano.

Cherelyn Ellington Hunt introduced Kara Wilson, First 5 Solano Community Engagement college intern. Ms. Wilson is currently attending University of California at Davis majoring in Communications/Marketing.

IX. Commissioner Remarks

Commissioner Betz published two books which are carried on Amazon.com. The two books are about children with disabilities and are linked to assessments.

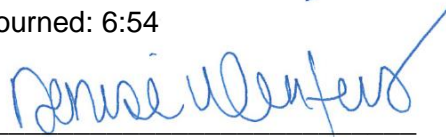
Commissioner Barbosa shared that she attended the Early Childhood conference held at Solano Community College.

Commissioner Crutison let Commission know that he will not be able to attend the Commission retreat and asked if possible could staff have the Equity and Inclusiveness in Early Childhood Systems videotaped from the retreat?

Commissioner Dean, Commissioner Seifert, Commissioner Barbosa were presenters at the Vallejo Community Access Television (VCAT) awards ceremony. Commissioner Speck attended and received an award on behalf of Solano County Office of Education for, "Homeless Cardboard Brigade." Commissioner Dean shared our Pre-K academy and engaging the business community in education at the California County Board of Education annual conference.

Meeting adjourned: 6:54

Approved: _____

A handwritten signature in blue ink, appearing to read "Denise Seifert", is written over a horizontal line.