

First 5 Solano Children and Families Commission

Minutes of Meeting – Tuesday, June 1, 2010, 5:30 PM Multi-Purpose Room 2101 Courage Drive, Fairfield, CA

Attendance

Commissioners: Debbee Gossell, Chair; Dan Ayala, Vice-Chair; Dee Alarcón, Stephan Betz, Dana Dean, Sheryl Fairchild, Linda Seifert, Norma Thigpen.

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

Call to Order

The meeting was called to order at: 5:45 PM by Vice-Chair Ayala.

I. Public Comment

Commissioners and staff introduced themselves.

There was no public comment.

II. Approve the Commission Meeting Agenda for June 1, 2010

Motion: Approve the Commission Meeting Agenda for June 1, 2010.

Commissioner Alarcón moved to approve the Agenda. The motion passed unanimously.

III. Approve Minutes of the April 6, 2010 Commission Meeting

Motion: Approve Minutes of the April 6, 2010 Commission Meeting.

Commissioner Seifert moved to approve the Minutes as amended. The motion passed with six ayes and one abstention, Commissioner Dean abstaining.

IV. Executive Director's Report

Christina Arrostituto, Executive Director for First 5 Solano, presented Venis Jones Boyd, Family Support and Quality Child Care Programs Manager for First 5 Solano, with a special award recognizing her ten years of service to Solano County. Ms. Boyd commented that she loves the way the Commission is going and thanked everyone for the award and card.

Ms. Arrostituto reviewed her Executive Director's report.

Commissioner Gossell arrived at the meeting.

Ms. Arrostituto explained the new SolanoHelps tool the county has implemented to help community members find out what services and programs they might be eligible for. Solano County H&SS will be training the First 5 Solano grantees on this program at the grantee training in July.

V. Committee Meetings

A. Program Committee

1. Receive Scopes of Work and Budgets for FY2010/11 and FY2011/12 associated with Contract Amendments for the 2007-2012 Funding Cycle as follows:

2007-301 – City of Benicia Family Resource Center
2007-302 – Dixon Family Services Family Resource Center
2007-303 – Fairfield-Suisun Healthy Start Family Resource Centers
2007-304 – Fighting Back Partnership Vallejo Family Resource Centers
2007-305 – Rio Vista CARE Family Resource Center
2007-306 – Vacaville Police Department Family Resource Center
2007-307 – California Hispanic Commission Substance Abuse Specialist Services
2007-308 – Children’s Nurturing Project Isolated Families Services
2007-309 – Interfaith Council Heather House Homeless Shelter Services
2007-310 – Solano County Health and Social Services CWS/PHN Services
2007-311 – Youth and Family Services Substance Abuse Specialist Services
2007-312 – Children’s Network Collaborative Services
2007-401 – Solano Coalition for Better Health – Solano Kids Insurance Program
2007-501 – Children’s Network Constructing Connections
2007-502 – Child Start Inc. Head Start Wraparound Slots
2007-503 – Children’s Network Child Care Access
2007-504 – Children’s Network Child Care Professional Development
2007-601 – Solano County Health and Social Services Prenatal Services (BabyFirst Solano)

Discussion: Commissioner Fairchild reviewed the staff report for this item.

2. Motion: Consider approval of the First 5 Solano Community Stability Fund Policy.

Discussion: Commissioner Fairchild reviewed the staff report for this item, as well as the discussion that took place at the Program Committee. The Committee recommends approval of the Policy.

Commissioner Fairchild further noted that the Committee was in favor of earmarking \$400,000 over two years for basic needs such as eviction/foreclosure avoidance, overdue utility payments and other urgent needs. However, the Committee directed staff to research and develop a plan for the deployment of these funds, with an emphasis on partnering with existing processes/sources of funding, and seeking to leverage these dollars, before bringing the recommendation for deployment of basic needs funding to the full Commission.

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

3. Motion: Consider the deployment of up to \$344,924 (\$169,924 for FY2010/11 & \$175,000 for FY2011/12) to support the sustainability and fund development work of First 5 Futures (Source of funds: Community Stability Fund).

Discussion: Commissioner Fairchild reviewed the staff report for this motion. The First 5 Futures portion is more formulated, and this is being brought forth tonight.

Ms. Arrostuto explained that generating revenue takes a great amount of hard work and time. Bringing a fund developer on board would be a great help in bringing in new revenue. This position could also help First 5 grantees bring in more revenue. This would be a limited term position, to end when the current funding cycle ends. The position could be renewed at that time if the Commission decided to keep them. The funding would also provide for applying for grants for community partners to bring in revenue.

Commissioner Gossell suggested seeking out endowments from community members.

Commissioner Seifert moved to approve this motion. The motion passed

unanimously.

B. Internal Systems Committee

Commissioner Ayala reported that the Internal Systems Committee had not met since the last Commission meeting.

C. Community Engagement Committee

- 1. Consider approval of the deployment of the FY2010/11 Discretionary Fund of \$205,235 (including \$15,287 in unspent FY2009/10 Discretionary Funds) as follows:**
 - a. Up to \$50,000 for unanticipated opportunities during FY2010/11***
 - b. Up to \$50,000 for "BEST© Approach" business challenge grants***
 - c. Up to \$75,000 for a community outreach plan for the Community Stability Fund basic needs funding***
 - d. Up to \$30,235 for a memorial/remembrance of the four young children killed in Solano County by fire in May 2010***

Discussion: Commissioner Betz reviewed the staff report for this motion.

a. His remembrance of the Committee meeting was that the \$50,000 described in a. above would not be reserved but could be used to provide funds to potential grantees for "innovative ideas that respond to the critical situation that the community finds itself in." These funds would be distributed through an RFP process. Ms. Arrostuto commented that perhaps he was remembering a different part of the discussion – staff had originally proposed to the Committee that the funds now in c. and d. above be utilized for a mini-grant process. The Committee decided to use those funds differently. Ms. Arrostuto's remembrance was that the committee never discussed deploying the funding in a., but agreed with staff's proposal to reserve these funds. Commissioner Dean remembered the meeting the same way as Commissioner Betz. It was noted that the funds in a. could be a combination of an RFP and reserves for unanticipated opportunities.

Commissioner Fairchild asked if there are any other avenues to access funds for unanticipated opportunities throughout FY2010/11 if the DF was spent. Ms. Arrostuto explained that staff came away from the Committee thinking they had allocated the funds in item a. for unanticipated opportunities, not for an RFP. The DF has never been fully allocated at the beginning of a fiscal year before.

Commissioner Betz explained that the \$50,000 in item a. were for both unanticipated opportunities and a possible RFP for innovative ideas. Ms. Arrostuto asked for clarification on whether the \$50,000 in item a. was for a reserve fund or for an RFP.

Commissioner Dean commented that if an RFP is done, and the proposals aren't deemed to be as important as keeping the reserve, then funds don't necessarily have to be awarded. Or, a smaller amount can be awarded than the full \$50,000.

b. Commissioner Seifert commented that she thought the business challenge grants should not be a 2:1 ratio. They should be 1:1, if even that much. Ms. Arrostuto explained that First 5 has never done anything like this before. The thought behind it was that this would help stimulate interest and involvement from the business community. By keeping the match the business would provide small, it would enable smaller businesses to participate also. They could look at doing a more robust match, or a range of matching.

c. Ana Dineen, FRC Coordinator for the FSUSD Healthy Start FRC, informed the Commission that the bulk of the work done in their FRC is around basic needs. The top

need for families is utilities, followed by rental assistance. Families that receive help with basic needs are also given help in completing and submitting applications for the assistance, as well as budgeting. Staff also calls multiple agencies to ensure the families receive all the help they can get. If outreach is going to be done, we also need to be aware of the capacity of local organizations to provide this assistance, as it is very time intensive.

Commissioner Dean asked Ms. Dineen what she would do with the \$75,000. Ms. Dineen commented that she thought \$75,000 was a lot to put into an outreach plan. Staff would definitely be needed.

Commissioner Betz explained that if the Commission were to consider hiring staff with the outreach money, the CalWORKs Emergency Contingency Fund should be considered to help pay for salaries. The fund would provide a twenty percent funding match.

Commissioner Dean stated that \$75,000 for a plan is not correct; it should be \$75,000 to provide outreach. It is critical for First 5 to acknowledge that a tragedy has occurred in reference to the children who died in the fire, and take steps to prevent it from happening again.

Commissioner Fairchild suggested taking the \$75,000 and combining it with the CSF funds and come up with one unified plan that thinks through the outreach and the fund distribution. Regarding the Discretionary Fund (DF), over the history of the Commission, the fund has never been fully allocated at once. That has given the Commission the flexibility to respond to unanticipated opportunities that arise. She is uncomfortable with not having any funds left to respond to opportunities throughout the fiscal year.

Commissioner Dean asked if the word "plan" could be removed from item c. Commissioner Seifert asked if item c could be amended to include the funding with the CSF plan. Commissioner Dean commented that she would prefer to keep the two separate.

d. Regarding the amount proposed to be allocated, Commissioner Dean explained that the number came from what was left in the fund. Commissioner Gossell commented that she wondered if the Commission should be spending \$30,000 on a memorial instead of putting that funding towards meeting basic needs.

Commissioner Betz moved to approve the motion, with item c. amended: Up to \$75,000 for community outreach for the Community Stability Fund basic needs funding. The motion passed with six ayes and two nos.

- 2. Motion: Consider approval of a transfer of \$1,300 from "April Children's Month" line item to "Community Engagement Fund" line item.***

Discussion: Commissioner Betz reviewed the staff report for motions C.2 and C.3.

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

- 3. Motion: Consider approval to delegate the authority to approve line item transfers within a Community Engagement Budget category to the Community Engagement Committee.***

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

VI. Receive the 2009-10 Kindergarten Readiness Report

Emily Boer Drake, Senior Consultant for LFA Group (Evaluator for First 5 Solano) reviewed the PowerPoint presentation for this item.

Commissioner Betz asked about the new High Scope Curriculum training that will be used next year for the school sites. He asked if it was the same program from ten years ago, or if it had been updated.

Ms. Arrostuto explained that Lynn Hoffman, School Readiness Programs Manager for First 5 Solano, had been working with the new curriculum before she went on maternity leave. When Ms. Hoffman returns, staff will get that answer for the Commission.

VII. Commissioner Remarks

Commissioner Ayala explained that First 5 Solano would be having their ribbon cutting at the Dixon Chamber of Commerce on Thursday, June 17th at 10:00 AM. KUIC would also be providing a coffee break for the ceremony.

Commissioner Gossell explained that she had an opportunity to visit the new family visiting room at CSP Solano that First 5 Solano funded. She was very impressed with the murals and materials.

Commissioner Fairchild attended the Reflective Practice and Supervision training that the Partnership for Early Access for Kids (PEAK) sponsored. It was a wonderful example of the depth and quality of work that the Commission helped put in place as part of the PEAK initiative.

VIII. Future Agenda Items, Meeting Time/Date/Location

The next regularly-scheduled Commission meeting will be held on August 3, 2010 at 5:30 PM, Solano Community College, 4000 Suisun Valley Road, Fairfield, CA 94534. Future agenda items include: State Budget Issues and Impacts; Suisun City Services Presentation; 2011 Commission/Committee Meeting Schedule.

Meeting adjourned at 7:42 PM.


Heather Devaney, Administrative Secretary

Approved: *August 3, 2010*