

## First 5 Solano Children and Families Commission

Minutes of Meeting – Tuesday, April 3, 2012, 5:30 PM  
601 Texas Street, Conference Room A, Fairfield, CA

### Attendance

Commissioners: Dana Dean, Chair; Linda Seifert, Dan Ayala, Stephan Betz, Sheryl Fairchild, Debbie Gossell, Jay Speck, Norma Thigpen.

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

### Call to Order

The meeting was called to order at 5:37 PM by Chair Dean.

#### I. Public Comment

Maureen McSweeney commented on the annual conference for SNAEYC, stating First 5 Commission used to support the conference through the Co-Sponsorship Fund. Ms. McSweeney asked if the Commission is considering funding the Co-Sponsorship Fund, please consider sponsoring this conference.

#### II. Consent Calendar

- A. Approve the Commission Meeting Agenda for April 3, 2012
- B. Approve Minutes of the March 6, 2012 Commission Meeting

*Motion: Commissioner Seifert moved to approve the Commission Meeting Agenda for April 3, 2012, and approve Minutes of the March 6, 2012 Commission meeting. The motion passed unanimously.*

#### III. 2012-2015 Funding Cycle - Request for Proposals – Awards of Funding

- A. RFP #2012-01/Prenatal Services – Proposed Awards of Funding (up to \$3,101,771 available over FY2012/13, FY2013/14 and FY2014/15) for prenatal services as recommended by the RFP #2012-01 Review Panel:

1. Approve award of up to \$105,000 to Solano Coalition for Better Health (\$35,000 for FY2012/13; \$35,000 for FY2013/14; \$35,000 for FY2014/15)
2. Approve award of up to \$2,996,771 to the BabyFirst Solano joint agency partners – Solano County Health and Social Services Department, Children's Nurturing Project, La Clinica Great Beginnings, Planned Parenthood and the California Hispanic Commission (\$985,221 for FY2012/13; \$1,005,775 for FY2013/14; \$1,005,775 for FY2014/15). Approve awards to individual agencies and funding amounts as detailed in the staff report.

*Commissioners Thigpen, Betz and Speck announced that they were recusing themselves from this item to avoid any real or perceived conflict of interest (Commissioners Thigpen and Betz due to their employment with Solano County Health and Social Services, one of the applicants, and Commissioner Speck because he serves on the Board of the Solano Coalition for Better Health, another one of the applicants). These Commissioners then left the room.*

Discussion: Christina Arrostuto, Executive Director, spoke to the process of the RFP evaluations and the numbers of applications submitted for the 4 RFP's that are currently being evaluated. For RFP 2012-01, Prenatal Services, 3 applications were submitted, the matrix is included. The comments of note include a recommendation from the panel for partial funding of up to \$1,030,015 annually with the qualifications that the applicant proposing hypnotherapy services not be funded and that the Health & Social Services Indirect Costs be funded not to exceed 15%. Reduction of the proposals leaves a balance of \$93,274, which the panel recommends the funds remain dedicated to Prenatal Services.

Commissioner Fairchild commented that she was concerned that there are coordination costs for Solano County Health & Social Services in the proposal. Commissioner Fairchild would like to be sure that we are consistent across Initiatives. Staff responded that the funding in this proposal was for required supervision and support for the evidence-based Healthy Families America model.

Commissioner Dean asked how the review panel comments would be addressed during contract negotiations and requested clarification on the scoring process. Staff were directed to report on how they were addressing review panel comments in contract negotiations to the Program and Community Engagement Committee in May.

**Motion: A.1 and A.2. Approve the awards of funding as recommended by the review panels' [award of up to \$105,000 to Solano Coalition for Better Health (\$35,000 for FY2012/13, \$35,000 for FY2013/14 and \$35,000 for FY2014/15, award of up to \$2,996,771 to the BabyFirst Solano joint agency partners – Solano County Health and Social Services Department, Children's Nurturing Project, La Clinica Great Beginnings, Planned Parenthood and the California Hispanic Commission (\$985,221 for FY2012/13; \$1,005,775 for FY2013/14; \$1,005,775 for FY2014/15). Approve awards to individual agencies and funding amounts as detailed in the staff report.]**

*Delegate to the Program and Community Engagement Committee responsibility for reviewing review panel comments with staff to ensure these comments are addressed in the contract negotiations. Direct staff to prepare an informational report on the review panel process for a future meeting.*

**Moved: Commissioner Seifert**

**Vote: 5-0**

**Commissioners Thigpen, Betz and Speck returned to the room.**

**B. RFP #2012-02/Family Support Services – Proposed Awards of Funding (up to \$2,628,015 available over FY2012/13, FY2013/14 and FY2014/15) for family support services as recommended by the RFP #2012-02 Review Panel:**

- 1. Approve award of up to \$126,347 to the Interfaith Council of Solano County (\$40,890 for FY 2012/13; \$42,104 for FY 2013/14; \$43,353 for FY 2014/15).**
- 2. Approve award of up to \$2,501,758 to the Family Strengthening Partnership joint agency partners – City of Benicia, Dixon Family Services, Fairfield-Suisun Unified School District, Fighting Back Partnership, City of Vacaville, Solano County Health and Social Services Department, Rio Vista CARE and Children's Network of Solano County (\$835,145 for FY2012/13; \$833,931 for FY2013/14; \$832,682 for FY 2014/15, of which up to \$57,197 is designated to negotiate services with the Children's Network of Solano County). Approve awards to individual agencies and funding amounts as detailed in the staff report.**

**Commissioners Thigpen and Betz announced that they were recusing themselves from this item to avoid any real or perceived conflict of interest, due to their employment with Solano County Health and Social Services, one of the applicants. These Commissioners then left the room.**

Discussion: Christina Arrostuto, Executive Director: There were 3 applicants for this RFP and the RFP panel has recommended funding two of the applications. The panel recommends funding Interfaith Council and the Family Strengthening Partnership, City of Benicia, Dixon Family Services, Fairfield-Suisun Unified School District, Fighting Back Partnership, City of Vacaville, Solano County Health and Social Services Department, Rio Vista CARE and Children's Network of Solano County.

The review panel recommended reducing the proposed dollars from The Children's Network of Solano County from \$183,544 to no more than \$57,197. This speaks to Commissioner Fairchild's comment about the review panels' judgment that certain activities in that scope of work constituted coordination and collaboration activities that should be funded by the Commissions direction in the upcoming Collaboration & Coordination RFP allocation and certain data and evaluation activities would be funded through the Commissions evaluator and data collection vendor. Ms. Arrostuto and Kim Thomas of the Children's Network agreed that these issues would be reviewed in contract negotiations.

**Motion: Approve award of up to \$126,347 to the Interfaith Council of Solano County (\$40,890 for FY 2012/13; \$42,104 for FY 2013/14; \$43,353 for FY 2014/15).**

**Approve award of up to \$2,501,758 to the Family Strengthening Partnership joint agency partners – City of Benicia, Dixon Family Services, Fairfield-Suisun Unified School District, Fighting Back Partnership, City of Vacaville, Solano County Health and Social Services Department, Rio Vista CARE and Children's Network of Solano County (\$835,145 for FY2012/13; \$833,931 for FY2013/14; \$832,682 for FY 2014/15, of which up to \$57,197 is designated to negotiate services with the Children's Network of Solano County). Approve awards to individual agencies and funding amounts as detailed in the staff report.**

*Delegate to the Program Committee responsibility for reviewing review panel comments with staff to insure these comments are addressed in the contract negotiations.*

**Moved: Commissioner Seifert**

**Vote: 6-0**

**Commissioners Thigpen and Betz and returned to the room.**

**C. RFP #2012-03/Parent Education Services – Proposed Awards of Funding (up to \$300,000 available over FY2012/13, FY2013/14 and FY2014/15) for parent education services as recommended by the RFP #2012-03 Review Panel:**

- 1. Approve award of up to \$300,000 to Fairfield-Suisun Unified School District/Adult School and Child Haven (\$100,000 for FY 2012/13; \$100,000 for FY 2013/14; \$100,000 for FY 2014/15). Approve awards to individual agencies and funding amounts as detailed in the staff report.**

Discussion: Christina Arrostuto, Executive Director: For this RFP we received 3 applications. The review panel is recommending an award of funding to one application to Fairfield Suisun Unified School District Adult School and Child Haven. Staff has an additional request that during negotiations Child Have become a sub-contractor. Commissioner Dean would like to be sure that anything that gave the reviewers pause needs to be addressed during contract negotiations.

Commissioners had questions about the recommended awardee. Upon questioning of representatives of the application, who were in attendance, and other applicants also in attendance, it became clear that the recommended applicant's proposal did not align with the Commission's intent to fund services in locations across the county. Commissioner Gossell commented on the locations of the Parent Education classes being offered by Fairfield Suisun Adult School and her concerns of being able to serve members of Solano County and the difficulties that individuals will have to overcome to be able to attend classes in Fairfield or On-line courses.

Commissioner Seifert questioned, are we satisfying our goal in the area of Parent Education? Do we address it with this proposal? Do we add additional funds to the pot? Do we request new proposals that ask for less funding?

After much discussion and comments by the applicants, Christina Arrostuto outlined for the Commissioners their options. She noted that the Commission was not bound by the recommendations of the review panels (as stated in the RFP, the Commission has sole authority to allocate its funds). She noted their options as follows: award funding as recommended by the review panel; award funding to any or all of the applicants as they chose, regardless of the recommendations of the review panel; make no award of funding and re-solicit; or table the award of funding pending further review.

The Commission directed staff to review the applications in detail and report their findings to the Program and Community Engagement Committee in May. The Commission delegated responsibility for making recommendations regarding this funding, based on that report, to the full Commission at its meeting in June. The Commission has the right to completely override the panel.

**Motion: Postpone consideration of RFP2012-03 until the June 2012 Commission meeting. Direct staff to review the applications, interview the applicants and report findings to the Program and Community Engagement Committee in May. Delegate to the PCE Committee responsibility to recommend funding awards to the full Commission for their consideration at the June meeting.**

**Moved: Commissioner Seifert  
Vote: 8-0-0**

**D. RFP #2012-04/Pre-Kindergarten Academy Services – Proposed Awards of Funding (up to \$80,000 available over FY2012/13) for pre-kindergarten academy services as recommended by the RFP #2012-04 Review Panel:**

- 1. Approve award of funding of up to \$9,990 for 1 Pre-Kindergarten Academy session to Benicia Unified School District.**
- 2. Approve award of funding of up to \$15,814 for 2 Pre-Kindergarten Academy sessions to Vallejo City Unified School District.**
- 3. Approve award of funding of up to \$12,990 for 2 Pre-Kindergarten Academy sessions to Vacaville Unified School District.**
- 4. Approve award of funding of up to \$11,206 for 2 Pre-Kindergarten Academy sessions to Dixon Unified School District.**
- 5. Approve award of funding of up to \$10,000 for 1 Pre-Kindergarten Academy session to Solano Community College/Child Development Center.**
- 6. Approve award of funding of up to \$20,000 for 2 Pre-Kindergarten Academy sessions to Child Start, Inc.**

***Commissioners Dean and Gossell announced that they were recusing themselves from this item to avoid any real or perceived conflict of interest (Commissioner Dean because she is a trustee on the Board of Education of the Benicia Unified School District, one of the applicants, and Commissioner Gossell because she is employed by the Vacaville Unified School District, another one of the applicants). These Commissioners then left the room.***

Discussion: Christina Arrostuto, Executive Director explained that, this RFP was for only one year, to gauge the level of interest and capacity in the grantee community for these services. 8 applications for a total of 21 sessions of pre-kindergarten academies were submitted. The review panel recommended funding 6 of the 8 applications and recommended different amounts for some of the grantees, both to maintain a consistent level of quality and to stay within the allotted funding.

**Motion: Approve the staff recommendation. Award up to \$9,990 for Pre-Kindergarten Academy session to Benicia Unified School District, award up to \$15,814 for 2 Pre-Kindergarten Academy sessions to Vallejo city Unified School District, award up to \$12,990 for 2 Pre-Kindergarten Academy sessions to Vacaville Unified School District, award up to \$11,206 for 2 Pre-Kindergarten Academy sessions to Dixon Unified School District, award up to \$10,000 for 1 Pre-Kindergarten Academy session to Solano Community College, award up to \$20,000 for 2 Pre-Kindergarten Academy sessions to Child Start, Inc.**

**Moved: Commissioner Ayala  
Vote: 6-0**

**Commissioners Dean and Commissioner Gossell returned to the room.**

#### **IV. Committee Reports**

No committee meetings

#### **V. Executive Director's Report**

Ms. Arrostuto reported that Solano, et. al were successful in their litigation to invalidate AB99. The state chose not to appeal. Staff will bring back to the Commission a draft of the updated Long Term Financial Plan. Staff are working on contracts for the new funding cycle and will begin negotiations for the contracts awarded this evening. Staff will be working with the Program and Community Engagement Committee to bring back a recommendation for RFP #2012-03 in June. The Commission is in the process of soliciting for evaluation services and has a plan to bring consulting services in for the case management data system review and deployment of Collaboration/Coordination services funding.

#### **VI. Commissioner Remarks**

Commissioner Ayala mentioned the 17<sup>th</sup> annual block party in Dixon, on Saturday, April 28<sup>th</sup>. Commissioner Ayala will be the master of ceremonies. There will be a lot entertainment and activities for children and the entire family.

Commissioner Speck spoke on the victory for AB99 and the governor's proposal regarding transitional kindergarten and how early childhood community was helpful in ensuring these services would be implemented as plans. He believes that First 5s were instrumental in achieving this and thinks this bodes well for the future.

Commissioner Thigpen thanked Commissioner Fairchild for her service to First 5, her keen insight and passion and love for children. Commissioner Fairchild will be missed. Commissioner Thigpen thanked the Commission for allowing her to be a part of the great work that the Commission does.

Commissioner Seifert thanked the staff for putting together the information in a way that is easy to read and understand. Commissioner Seifert wished Commissioner Fairchild good luck in her future endeavors and stated that she will be missed.

Commissioner Dean thanked staff for all of their work. Commissioner Dean thanked Commissioner Fairchild and would like to thank her for all she has done for the Commission.

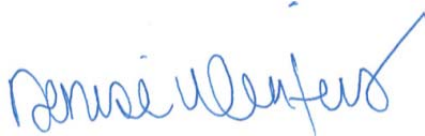
**IX. Future Agenda Items, Meeting time/Date/Location**

The next regularly-scheduled Commission meeting will be held on Tuesday, June 5, 2012 at 5:30 PM, 601 Texas Street, Fairfield, CA 94533. Future agenda items include Committee Reports; FY2012-2015, Funding Cycle Update; Proposed Amended 2012-2015 Program Investment Plan.

The meeting was adjourned at 8:06 PM.

Denise Winters, Account Clerk II

Approved: \_\_\_\_\_



June 5, 2012