

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

December 1, 2015, 5:00 PM – 7:30 PM
601 Texas Street, Suite 210, Fairfield, CA

Minutes

Commissioners present: Aaron Crutison (Chair), Marisela Barbosa (Vice Chair), Jay Speck, Dan Ayala, Elise Crane (departed 6:15pm), Liz Niedziela, Jerry Huber, and Dana Dean (arrived 5:21pm)

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

Members of the public present: Susan Brutschy and Lisa Niclai (Applied Survey Research), Debbi Davis (Children's Nurturing Project), Zoila Perez-Sanchez (FSUSD), Maria Vicondoa (EMQFF), Isabel Mantano and Gloria Diaz (Vacaville FRC), Tamera Owens (Solano Coalition for Better Health), Blanche Hilman (Benicia FRC).

Chair Crutison called the meeting to order at 5:00pm.

I. Public Comment

Ms. Richards announced Ms. Shipman's retirement and thanked her for her dedication to the children of Solano County.

II. Consent Calendar

- A. Approve the December 1, 2015 Commission Meeting Agenda
- B. Approve the October 6, 2015 Commission Meeting Minutes
- C. Approve the October 24, 2015 Commission Retreat Minutes

Motion: Approve the Commission Meeting Agenda for December 1, 2015, approve minutes of the October 6, 2015 Commission Meeting, and approve minutes of the October 24, 2015 Commission Retreat minutes.

Moved by Commissioner Huber; Seconded by Commissioner Ayala

Approved 7-0-0

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

Nay: None

Abstain: None

III. Public Hearing: Adoption of First 5 Solano 2016 Strategic Plan Update

Ms. Niclai presented the 2016 Strategic Plan Update and explained that it would be used as the foundational document upon which the Commission would rely to set a course for upcoming years. Ms. Niclai pointed out Appendix B which was the method in

which the Commission would measure the efficiency and effectiveness of funded programs. Commissioners Speck and Crutison commented that Applied Survey Research (ASR) accurately captured the Commission's suggestions and concerns when creating this report.

Commissioner Dean suggested changing the wording in Result 7 to read: *Parents and primary caregivers are educated on, prepared for, and engaged in helping their children enter school ready to learn.* Commissioner Dean asked that her title be listed as: *Solano County Board of Education, Trustee, Area III.*

Commissioner Crane was concerned about the phrase "high quality" used as a potential indicator in the table on page 19 of the plan. There is currently no standard or established definition for the phrase and therefore may not be used accurately when measuring performance toward the goal. Commissioner Crane suggested rewording the performance measure and the Commission agreed to modify the existing result area to read: *Children have access to high quality, affordable learning experiences in their community.* The Commission also agreed to modify and add to the existing result areas to read: a) *Number of children enrolled in licensed child care;* b) *Number of children enrolled in quality child care;* c) *Number/percentage of preschool classrooms demonstrating increased quality.*

Motion: Consider adoption of the 2016 Strategic Plan Update as amended

**Moved by Commissioner Barbosa; Seconded by Commissioner Ayala
Approved 8-0-0**

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

Nay: None

Abstain: None

IV. 2016 Long-Term Financial Plan Update

Ms. Richards presented the 2016 Long-Term Financial Plan (LTFP) Update and pointed out changes from the last LTFP. The plan provides long-term projections for funding priorities, and helps the Commission better understand the long-term financial impact of its investments. Ms. Richards clarified that the plan does not obligate specific funding, but rather is used as a framework to make those decisions. It also helps the Commission to soften the landing from the upcoming "fiscal cliff."

Ms. Richards pointed out that the changes in fiscal assumptions include: a 3% annual decrease of Prop 10 revenue, the rate of interest earnings has increased to 0.4%, and matching funds are only considered if they are secured. The financial model is a working document that would be updated annually based on actual revenues and expenditures, and Commission direction for the future.

Motion: Consider approval of the 2016 Long-Term Financial Plan Update

Moved by Commissioner Barbosa; Seconded by Commissioner Ayala

Approved 8-0-0

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

Nay: None

Abstain: None

V. 2016-2018 Program Investment Plan

Ms. Harris presented the 2016-2018 Program Investment Plan which communicates how funds will be allocated amongst the Commission's goals set in the Strategic Plan. The plan highlights the gap between Prop 10 revenues and overall expenditures, and forecasts a fund balance of \$6.1 million at the end of the two years. Ms. Harris explained that the investments are spread more evenly among the goal areas than in past funding cycles due in large part to the reduction in the Health and Well-Being Priority, as Solano County Health and Social Service has agreed to fund the BabyFirst Solano Program.

Motion: Consider approval of the 2016-2018 Program Investment Plan

Moved by Commissioner Huber; Seconded by Commissioner Barbosa

Approved 8-0-0

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

Nay: None

Abstain: None

VI. Committee Reports

A. Program and Community Engagement

No items.

B. Systems and Policy Committee

Discussed in items III., IV., and V.

VII. Election of the 2016 First 5 Solano Commission Officers

Commissioners Ayala announced the nomination and acceptance of Commissioner Barbosa as the 2016 Chair and Commissioner Niedziela as 2016 Vice Chair.

Moved by Commissioner Dean; Seconded by Commissioner Ayala

Approved 7-0-0

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

Nay: None

Abstain: None

VII. Executive Director's Report

Ms. Harris had no additions to the written report.

VIII. Commissioner Remarks

The Commissioners wished everyone a happy and safe holiday season.

IX. Future Agenda Items

The next Commission meeting will be held on January 12, 2016 at 5:30 PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: Committee Reports.

Adjourn

Commissioner Crutison adjourned the meeting at 6:25pm.

Christiana Lewis, Office Assistant III

Approved:

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