

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

April 11, 2018, 5:30 PM – 7:30 PM
601 Texas Street, Fairfield, CA

Minutes

Commissioners present: Erin Hannigan, Jerry Huber, Dan Ayala, Marisela Barbosa, Jennifer Barton, Aaron Crutison (Exited 6:25PM), Nicole Neff (Arrived 5:35)

First 5 Solano Staff present: Michele Harris, Andrew Boatright

Members of the public present: Stacey Bowman (New Dawn), Jane Johnson (Child Haven), Mark Mora (Fighting Back Partnership) (Arrived 6:00PM), Debbie Peralez (Child Start), Cheryl Stumbaugh (FSUSD Adult School), Maria Vicondoa (Uplift Family Services), Tony Yadon (Parents by Choice)

Chair Hannigan called the meeting to order at 5:31pm

I. Public Comment

None

II. Consent Calendar

A. Approve the April 11, 2018 Commission Meeting Agenda.

Motion: Approve the Commission Meeting Agenda for April 11, 2018.

Moved by Commissioner Crutison; Seconded by Commissioner Barton

Approved 6-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber

Nay: None

Abstain: None

B. Approve March 06, 2018 Commission Meeting Minutes

Motion: Approve the Commission Meeting Minutes for March 06, 2018

Moved by Commissioner Crutison; Seconded by Commissioner Barton

Approved 6-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber

Nay: None

Abstain: None

III. April Children's Month

Andrew Boatright presented Resolution 2018-01.

Motion: Approve the Resolution #2018-01 recognizing April 2018 as “Children’s Month” in Solano County

**Moved by Commissioner Barbosa; Seconded by Commissioner Ayala
Approved 7-0-0**

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

IV. FY2018-2021 Allocations of Funding

Public Comment:

Debbie Peralez (Child Start) expressed her excitement for Triple P Positive Parenting Program services to be taking place in Solano County.

- A. Consider approval of awards of funding of up to \$418,992 (\$139,664 annually for FY2018/19, FY2019/20, FY2020/21) for Pre-Kindergarten Academy services in response to Request for Applications #2018-03 as follows:
 - a. Up to \$150,000 to Fairfield-Suisun Unified School District for 5 sessions annually
 - b. Up to \$30,000 to Fairfield-Suisun Adult School for 5 sessions annually
 - c. Up to \$30,000 to Travis Unified School District for 1 session annually
 - d. Up to \$58,992 to Dixon Unified School District for 2 sessions annually
 - e. Up to \$30,000 to Benicia Unified School District for 1 session annually
 - f. Up to \$30,000 to River Delta Unified School District for 1 session annually
 - g. Up to \$60,000 to Vallejo City Unified School District for 2 sessions annually
 - h. Up to \$30,000 to New Dawn Vallejo for 1 session annually

Commissioner Barton asked if River Delta would cover all of River Delta, which includes Sacramento County, or Rio Vista. Ms. Harris confirmed Rio Vista would be the target.

Commissioner Crutison asked for clarification on item d. and asked why the Pre-Kindergarten Academies have not been sole-sourced to school districts only. Ms. Harris responded that the sessions are \$10,000 per classroom across three years, but following County contracting policy, the amount listed is for the amount applied for by Dixon USD. Ms. Harris noted that private providers have been able to outreach in different ways in the past and that sole-sourcing to school districts is a possibility, but that the commission has not provided that direction.

Commissioner Barbosa asked if New Dawn, being a new vendor, had the site capabilities to accommodate a Pre-K Academy. Stacey Bowman, Executive Director of New Dawn Vallejo responded that the Friendship Missionary Baptist Church has a space for children’s programs already, including small desk, small toilets, and all the normal items you would expect at a children’s site.

Motion: Approve awards of funding of up to \$418,992 (\$139,664 annually for FY2018/19, FY2019/20, FY2020/21) for Pre-Kindergarten Academy services in response to Request for Applications #2018-03 as follows:

- a. Up to \$150,000 to Fairfield-Suisun Unified School District for 5 sessions annually**
- b. Up to \$30,000 to Fairfield-Suisun Adult School for 5 sessions annually**
- c. Up to \$30,000 to Travis Unified School District for 1 session annually**
- d. Up to \$58,992 to Dixon Unified School District for 2 sessions annually**
- e. Up to \$30,000 to Benicia Unified School District for 1 session annually**
- f. Up to \$30,000 to River Delta Unified School District for 1 session annually**
- g. Up to \$60,000 to Vallejo City Unified School District for 2 sessions annually**
- h. Up to \$30,000 to New Dawn Vallejo for 1 session annually**

Moved by Commissioner Huber; Seconded by Commissioner Ayala

Approved 7-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

- B. Consider approval of a sole source allocation of funding of up to \$90,000 (\$30,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Vacaville Unified School District to conduct 3 Pre-Kindergarten Academy sessions annually

Ms. Harris explained that Vacaville had missed the deadline to apply for the RFA regarding Pre-Kindergarten Academy session but has the capacity to continue holding sessions as they have over many years; in order to ensure all cities are represented a sole source allocation is up for consideration which mirrors the awards of funding from the RFA.

Motion: Approve a sole source allocation of funding of up to \$90,000 (\$30,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Vacaville Unified School District to conduct 3 Pre-Kindergarten Academy sessions annually

Moved by Commissioner Huber; Seconded by Commissioner Ayala

Approved 7-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

- C. Consider approval of delegated authority to the Executive Director to allocate up to \$90,000 (\$30,000 annually for FY2018/19, FY2019/20, and FY2020/21) to one or more providers in Vallejo to conduct 3 Pre-Kindergarten Academy sessions annually

Ms. Harris explained that due to the need in Vallejo, 6 sessions are preferred to be held— a commitment of 3 session, 2 from Vallejo City Unified School District and 1 from New Dawn Vallejo, have been applied for during the RFA; in order for Vallejo to have the possibility to hold 6 sessions, delegated authority is being requested to fill those remaining 3

sessions.. If the Commission approves this delegated authority, staff will reach out to the school district and previous providers of pre-k academies in Vallejo to try and secure a full complement of 6 academies for Vallejo.

Motion: Approve delegated authority to the Executive Director to allocate up to \$90,000 (\$30,000 annually for FY2018/19, FY2019/20, and FY2020/21) to one or more providers in Vallejo to conduct 3 Pre-Kindergarten Academy sessions annually

Moved by Commissioner Huber; Seconded by Commissioner Ayala

Approved 7-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

D. Consider approval of a sole source allocation of funding of up to \$594,314 (\$297,157 annually for FY2018/19, FY2019/20) to Solano County Office of Education to continue the IMPACT quality early care and education program

Ms. Harris explained that Solano County Office of Education has been participating in the IMPACT program, a 5-year program, to great affect and that the remainder of this cycle of funding is two years. The vast majority of this funding is provided by First 5 California, with First 5 Solano providing a small match to leverage these state dollars.

Motion: Approve a sole source allocation of funding of up to \$594,314 (\$297,157 annually for FY2018/19, FY2019/20) to Solano County Office of Education to continue the IMPACT quality early care and education program

Moved by Commissioner Barton; Seconded by Commissioner Barbosa

Approved 7-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

E. Consider approval of awards of funding of up to \$395,900 for Triple P Parent Education Services for FY2018/19 in response to Request for Proposals #2018-01 as follows:

- a. Up to \$250,000 to Parents By Choice
- b. Up to \$91,600 to Child Haven
- c. Up to \$21,000 to Child Start
- d. Up to \$12,000 to Fairfield-Suisun Adult School
- e. Up to \$10,000 to Solano Family and Children's Services
- f. Up to \$5,000 to Rio Vista CARE
- g. Up to \$4,200 to Solano County Office of Education
- h. Up to \$2,100 to Fairfield-Suisun Unified School District

Ms. Harris explained that the RFP was set up for one fiscal year to ensure the implementation of Triple P Parent Education Services could be flexible rather than having a multi-year contract locked in.

Commissioners asked for an overview of the newest vendor, Parents by Choice. Tony Yadon, Executive Director, spoke about Parents by Choice's experience implementing different Triple P Parent Program Service modules, explaining that those identified in First 5 Solano's RFP would be brand new to their organization. Mr. Yadon also spoke about the close work performed alongside Child Welfare, acknowledging the working relationship with Commissioner Crutison, including interventions with children in foster care throughout Solano County.

Commissioner Neff asked if the work performed by Parents by Choice had a focus regarding services for children with special needs. Mr. Yadon noted that though there are specific modules designed within the Triple P curriculum, those were not the modules implemented in their organization. Ms. Harris noted that the module selected has an all-around application and that in this first year staff are taking a lens of exploration and will be looking to providers to identify the needs in the community to help inform future Triple P training opportunities.

Motion: Approve awards of funding of up to \$395,900 for Triple P Parent Education Services for FY2018/19 in response to Request for Proposals #2018-01 as follows:

- i. Up to \$250,000 to Parents By Choice***
- j. Up to \$91,600 to Child Haven***
- k. Up to \$21,000 to Child Start***
- l. Up to \$12,000 to Fairfield-Suisun Adult School***
- m. Up to \$10,000 to Solano Family and Children's Services***
- n. Up to \$5,000 to Rio Vista CARE***
- o. Up to \$4,200 to Solano County Office of Education***
- p. Up to \$2,100 to Fairfield-Suisun Unified School District***

**Moved by Commissioner Barbosa; Seconded by Commissioner Neff
Approved 7-0-0**

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

F. Consider approval of delegated authority to the Executive Director to allocate up to \$44,100 for additional Parent Education Services exclusively to any awardee listed in Motion E above in response to RFP #2018-01, as needed and appropriate, to provide additional Triple P Services

Ms. Harris explained that \$44,100 remains in funds for Triple P Parent Education Services. Should a contractor expend their contract quicker than anticipated, and if additional community need has been identified, this delegated authority would allow additional parent education services to be provided by the selected contractors.

Motion: Approve delegated authority to the Executive Director to allocate up to \$44,100 for additional Parent Education Services exclusively to any awardee listed

in Motion E above in response to RFP #2018-01, as needed and appropriate, to provide additional Triple P Services

**Moved by Commissioner Barbosa; Seconded by Commissioner Neff
Approved 7-0-0**

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

G. Consider approval of a sole source allocation of funding of up to \$150,000 (\$50,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Rio Vista CARE for family support services in Rio Vista

Ms. Harris explained that Rio Vista CARE is the only known provider of family support services in Rio Vista and that the risk factor data discussed at the commission retreat identified both Vallejo and Rio Vista as having many risk factors; these factors are being discussed and strategies to address those needs will differ from Rio Vista CARE's current family support contract.

Commissioner Huber noted that family support is very broad and asked if specific metrics would be designed after approval or if a plan already exists. Ms. Harris explained that the Vallejo Early Childhood Center has a working plan to address the needs of Vallejo (having many risk factors as well) which is being discussed in parallel for Rio Vista; strategies and specific metrics will be fleshed out as the commission is able to weigh in on that plan.

Commissioner Barton asked for a description of how outcomes are reported back to First 5 Solano. Ms. Harris described the process of county contracting, specific performances measures detailed in contracts for dollar amounts, entry of outcomes into an electronic database by grantees, and mid-year and annual reporting processes to the full commission.

Motion: Approve a sole source allocation of funding of up to \$150,000 (\$50,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Rio Vista CARE for family support services in Rio Vista

**Moved by Commissioner Huber; Seconded by Commissioner Barton
Approved 7-0-0**

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

H. Consider approval of awards of funding of up to \$300,000 (\$100,000 annually for FY2018/19, FY2019/20, and FY2020/21) to A Better Way for Mental Health Provider Training in response to Request for Proposals #2018-02

Motion: Approve awards of funding of up to \$300,000 (\$100,000 annually for FY2018/19, FY2019/20, and FY2020/21) to A Better Way for Mental Health Provider Training in response to Request for Proposals #2018-02

Moved by Commissioner Barbosa; Seconded by Commissioner Ayala

Approved 7-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

- I. Consider approval of allocations of funding to extend existing services for home-based developmental screenings and appropriate referrals to services for FY2018/19 as follows:
 - a. Up to \$100,000 to Uplift Family Services
 - b. Up to \$50,000 to Child Haven

Ms. Harris explained that a one-time start-up cost to implement a program incorporating developmental screenings into Well-Child Checks at clinics has been slower to complete than anticipated; as the current structure stands, home-based developmental screenings are the only method to provide this service – to prevent a gap in service; an extension of current providers using this method is being requested.

Commissioner Huber asked how providers know which children to screen. Jane Johnson (Child Haven) explained that referrals are received from the county, walk-ins, Help Me Grow referrals, community fairs, school outreach are all ways to identify children in need of a developmental screening.

Motion: Approve allocations of funding to extend existing services for home-based developmental screenings and appropriate referrals to services for FY2018/19 as follows:

- a. Up to \$100,000 to Uplift Family Services***
- b. Up to \$50,000 to Child Haven***

Moved by Commissioner Barbosa; Seconded by Commissioner Ayala

Approved 7-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

Commissioners Crutison left the meeting. Commissioner Huber recused himself from the upcoming item (J).

- J. Consider approval of a sole source allocation of funding of up to \$300,000 (\$100,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Solano County Health & Social Services, Mental health Division, for Early Periodic Screening Diagnosis and Treatment (EPSDT) services

Ms. Harris explained that H&SS Mental Health has provided excellent EPSDT services as an organization integrated throughout the county. Ms. Harris noted that although the

amount invested by the commission is lower than past years, H&SS has expressed their commitment to provide EPSDT services to children at a similar level as past years.

Motion: Approve a sole source allocation of funding of up to \$300,000 (\$100,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Solano County Health & Social Services, Mental health Division, for Early Periodic Screening Diagnosis and Treatment (EPSDT) services

**Moved by Commissioner Barbosa; Seconded by Commissioner Barton
Approved 5-0-0**

Yea: Commissioners Ayala, Barbosa, Barton, Hannigan, Neff

Nay: None

Abstain: None

Recused: Commissioner Huber

Commissioner Huber returned.

K. Consider approval of up to \$200,000 to Solano Family and Children's Services to continue the Help Me Grow Solano program for FY2018/19

Ms. Harris explained that Help Me Grow Solano has been housed under Solano Family and Children's Services (SFCS) since Children's Nurturing Project (CNP) closed their doors; FY2018/19 will be the last year that extension of services from CNPs original agreement will hold before needing to bid for potential providers.

Motion: Approve up to \$200,000 to Solano Family and Children's Services to continue the Help Me Grow Solano program for FY2018/19

Moved by Commissioner Barbosa; Seconded by Commissioner Neff

Approved 6-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Hannigan, Huber, Neff

Nay: None

Abstain: None

V. Committee Reports

A. Program and Community Engagement

1. Consider approval of an allocation of up to \$20,000 (\$10,000 annually for FY2018/19 and FY2019/20) to Solano County Office of Education to expand child care provider trainings via the IMPACT quality improvement program to provide trainings to support inclusion of children with special needs in child care sites

Commissioner Huber asked if this program expansion would be countywide. Ms. Harris responded that it would be countywide.

Commissioner Hannigan asked if the amount would be able to have an impact. Ms. Harris explained that leveraging this amount through the existing infrastructure of IMPACT will have a much broader impact than conducting training as a standalone program.

Motion: Approve an allocation of up to \$20,000 (\$10,000 annually for FY2018/19 and FY2019/20) to Solano County Office of Education to expand child care provider trainings via the IMPACT quality improvement program to provide trainings to support inclusion of children with special needs in child care sites

Moved by Commissioner Barbosa; Seconded by Commissioner Neff

Approved 6-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Hannigan, Huber, Neff

Nay: None

Abstain: None

2. Consider approval of an allocation of \$225,000 (\$75,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Solano County Office of Education to provide the Raising a Reader program across Solano County with targeted focus on Vallejo, Dixon, and Rio Vista

Ms. Harris gave details about Raising a Reader as a compounding book program, serving 400 children, increasing the quantity of books annually. Ms. Harris also noted that this program is leveraging the IMPACT program as well, increasing the potential reach.

Commissioner Barton asked why certain library programs weren't used or if they were contacted/collaborated with regarding literacy programs. Ms. Harris noted that the current library program (Reach Out and Read) is pediatric clinic based and indeed addresses early literacy needs by handing out books to children at their well-child checks; Reach Out and Read already exists in Solano; Raising a Reader is a different strategy that engages parents in their child's reading, and Raising a Reader can be managed and leveraged via the Commission's IMPACT program.

Motion: Approve an allocation of up to \$225,000 (\$75,000 annually for FY2018/19, FY2019/20, and FY2020/21) to Solano County Office of Education to provide the Raising a Reader program across Solano County with targeted focus on Vallejo, Dixon, and Rio Vista

Moved by Commissioner Neff; Seconded by Commissioner Ayala

Approved 6-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Hannigan, Huber, Neff

Nay: None

Abstain: None

B. Systems and Policy Committee

1. Consider approval of the Annual Grants Fund Policy

Commissioner Barton asked when the grants would be made available. Ms. Harris responded that, should it be approved, the grant solicitation would be released 4/16/18, with the Commission considering awards of funding at the June commission meeting. Ms. Harris

noted the information would be shared as broadly as possible in order to reach a wide variety of service providers.

Commissioner Barton asked that in following years, previous awardees should be listed annually for the commission to review.

Motion: Approve the Annual Grants Fund Policy

Moved by Commissioner Barbosa; Seconded by Commissioner Huber

Approved 6-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Hannigan, Huber, Neff

Nay: None

Abstain: None

2. Receive a progress report on the Vallejo Early Childhood Center

Ms. Harris gave a progress report regarding next steps to create, fill, and roll-out an early childhood center in Vallejo to address the highest risk zip code in Vallejo and surrounding areas.

Ms. Harris described the program design referencing the Activities and Outcomes Matrix provided to include on-site services ranging from basic needs, food distribution, child support services, health insurance enrollment and more; co-location of services being a key to success. Ms. Harris continued with discussion of space constraints related to being located in the highest-risk area of Vallejo.

Ms. Harris described space acquisition as a multi-phase process which includes site exploration in high poverty areas, development of size requirements, meetings with City of Vallejo Economic Development and a real estate broker.

Regarding funding and the budget, Ms. Harris noted several meetings with funders, grant proposal submissions, and future connections to funders for the core activities of the center. Ms. Harris described the \$600,000 budget was based on Contra Costa's First 5 Center, their current program, ideal changes, and site costs (including tenant improvements).

Commission discussed strategies related to outreach to families ranging from door-to-door, Pandora advertising, online presence, and word of mouth. Commission suggested including legal services, DMV, state services in addition to the services listed. Commission discussed the center name including potential key words being Vallejo, First 5, families, collaboration, ultimately leaving the naming decision to staff.

VI. Public Hearing: First 5 California FY2016/17 Annual Report

Andrew Boatright presented the First 5 California FY2016/17 Annual Report.

Motion: Accept the First 5 California Children and Families Commission's FY2016/17 Annual Report, pursuant to Health and Safety Code Section 130150

Moved by Commissioner Barton; Seconded by Commissioner Barbosa

Approved 6-0-0

Yea: Commissioners Ayala, Barbosa, Barton, Hannigan, Huber, Neff

Nay: None

Abstain: None

VII. Executive Director's Report

Ms. Harris reported a \$500,000 grant the Workforce Development Board received related to Fire Relief from Tipping Point with the help of First 5 Solano staff. Ms. Harris described this as an opportunity to increase the funding area for a funder who self-identifies as funding in the Bay Area counties and doesn't consider Solano as part of the Bay Area. Commissioner Huber mentioned a study coming out of University of Berkeley which describes one disaster is a regional disaster regarding funding and mutual aid programs; parallels for funding of neighboring regions, like Solano County can easily be drawn. Ms. Harris called for volunteers to join staff May 2, 2018 for First 5 Association Advocacy Day. Commissioner Barbosa, Neff, and Hannigan indicated interest.

VIII. Commissioner Remarks

Commissioner Ayala announced that the Rotary Club in Dixon will be meeting; Juanita Morales will be presenting about First 5 Solano programs.

Commissioner Huber noted a budget agreement was reached at the federal level, commenting that significant work requirements for people on public assistance may be incoming, undocumented immigrant workers may be unable to receive assistance; separate from that, homeless shelters are being impacted locally (as evidenced with the closing of Mission Solano) – this may impact children and families in Solano County. Commissioner Huber agreed to speak about the Federal/State level landscape at the June commission meeting.

Commissioner Hannigan shared that an agency called Bay Area Crisis Nursery in Concord for children ages 0-11 takes Solano families and asked that people contact District 1 for opportunities to tour.

IX. Future Agenda Items

The next Commission meeting is scheduled for June 5, 2018 at 5:30 PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: Committee Reports, Nonprofit Capacity Assessment Findings

Adjourn

Chair Hannigan adjourned the meeting at 7:29 PM.

Andrew Boatright, Office Assistant III

Approved: 

