

POLICY AND OVERSIGHT COMMITTEE MEETING

September 18, 2019, 3:30 pm to 5:00 pm

601 Texas Street, Suite 210, Fairfield, CA 94533

CALL TO ORDER

I. Introductions, Public Comment, Commissioner Comment

II. Consent Calendar

Action

- A. Approve the September 18, 2019 Policy and Oversight Committee Meeting Agenda
- B. Approve the April 11, 2019 Policy and Oversight Committee Meeting Minutes
- C. Receive the Commissioner Meeting Attendance Status Report

III. Co-Sponsorship of Training and Conferences Fund Application

Action

Motion: Consider approval of a request from the Solano County WIC Program for an allocation of up to \$750 to support training costs for two WIC staff members to obtain a Certified Lactation Educator Credential (CLEC)

Kwiana Algere, Health Education Specialist

IV. Annual Review of Commission Policies

Action

Motion: Consider a recommendation to update the following policies with changes that are administrative in nature to reflect current procedures:

- A. Annual Grant Policy
- B. Business Challenge Grant Policy
- C. Community Engagement Fund Policy
- D. Compliance in Contracts Policy
- E. Contracting and Procurement Policy
- F. Co-Sponsorship of Conferences and Training Policy

Megan Richards, Deputy Director

V. Strategic Plan Implementation Updates

Information/Discussion

Receive updates on the following:

- A. Program
 - 1. First 5 Center Update
- B. Systems Change Implementation Plan
 - 1. Trauma Transformed
 - 2. FY2019/20 Systems Change Implementation Plan
 - 3. System Change Activities Update
- C. Community Engagement
 - 1. FY2019/20 Messaging Plan

Megan Richards, Deputy Director; Lorraine Fernandez and Juanita Morales, Program Managers

VI. First 5 Solano Staffing and Finance Update

Information

Receive a report on First 5 Solano staffing and financials

Megan Richards, Deputy Director

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

Information

The Policy and Oversight Committee is scheduled to meet next on Wednesday, November 13, 2019, 3:30 pm to 5:00 pm, at 601 Texas Street, Suite 210, Fairfield, CA. Future agenda items include: Co-Sponsorships of Training and Conferences; Systems Change Update; Community Engagement Update; and Staffing and Finance Update

ADJOURN

Vision: *All Solano County children are loved, healthy, confident, eager to learn, nurtured by their families, caregivers and communities.*

Mission: *First 5 Solano Children and Families Commission creates and fosters programs and partnerships with community entities to promote, support and improve the lives of young children, their families and their communities.*

The First 5 Solano Children and Families Commission does not discriminate against persons with disabilities. If you require a disability-related modification or accommodation in order to participate in the meeting, please call (707) 784.1332 at least 24 hours in advance of the meeting to make arrangements. Non-confidential materials related to an item on this Agenda submitted to the Commission are available for public inspection at the First 5 Solano business office, 601 Texas Street, Suite 210, Fairfield, CA during normal business hours.