

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

January 10, 2017, 5:30 PM – 7:30 PM  
601 Texas Street, Suite 210, Fairfield, CA

**Minutes**

Commissioners present: Marisela Barbosa (Chair) (Exited 5:40PM), Liz Niedziela (Vice Chair), Elise Crane (Arrived 5:40PM), Lisette Estrella-Henderson, Dan Ayala, Dana Dean, Jerry Huber, and Aaron Crutison

First 5 Solano Staff present: Michele Harris, Megan Richards, Juanita Morales, Gene Ibe, and Andrew Boatright

Members of the public present: Cinda-Rae Clemente (Solano Family Children's Services), Kathy Lago (Solano Family Children's Services)

Chair Barbosa called the meeting to order at 5:30pm and welcomed Commissioner Lisette Estrella-Henderson to the Commission.

**I. Public Comment**

**II. Consent Calendar**

A. Approve the January 10, 2017 Commission Meeting Agenda

***Motion: Approve the Commission Meeting Agenda for January 10, 2017.***

**Moved by Commissioner Ayala; Seconded by Commissioner Dean**

**Approved 7-0-0**

**Yea: Commissioners Ayala, Barbosa, Crutison, Dean, Estrella-Henderson, Huber, Niedziela**

**Nay: None**

**Abstain: None**

B. Approve October 4, 2016 Commission Meeting Minutes

***Motion: Approve the Commission Meeting Minutes for October 4, 2016.***

**Moved by Commissioner Ayala; Seconded by Commissioner Dean**

**Approved 7-0-0**

**Yea: Commissioners Ayala, Barbosa, Crutison, Dean, Estrella-Henderson, Huber, Niedziela**

**Nay: None**

**Abstain: None**

C. Approve October 22, 2016 Commission Retreat Minutes

***Motion: Approve the Commission Meeting Minutes for October 22, 2016.***

**Moved by Commissioner Ayala; Seconded by Commissioner Dean**

**Approved 7-0-0**

**Yea: Commissioners Ayala, Barbosa, Crutison, Dean, Estrella-Henderson, Huber, Niedziela**

**Nay: None**

**Abstain: None**

### **III. Election of the 2017 First 5 Solano Commission Officers**

***Motion: Approve election of the 2017 First 5 Solano Commission Officers – Liz Niedziela for Chair, Erin Hannigan for Vice-Chair***

**Moved by Commissioner Ayala; Seconded by Commissioner Dean**

**Approved 7-0-0**

**Yea: Commissioners Ayala, Barbosa, Crutison, Dean, Estrella-Henderson, Huber, Niedziela**

**Nay: None**

**Abstain: None**

Chair Niedziela noted that the Systems & Policy Committee will be comprised of Commissioners Niedziela, Barbosa, and Hannigan, who will chair the committee. She also noted the Program & Community Engagement Committee will be comprised of Commissioners Estrella-Henderson, Crutison, and Ayala, who will chair the committee.

### **IV. Communications Update**

Juanita Morales presented the First 5 Solano 2017 Calendar to the Commission. Ms. Morales highlighted the Calendar's inside cover as a one-stop resource – Help Me Grow Solano and general resources. Ms. Morales noted that the calendar has a monthly thematic structure. Ms. Morales gave an overview of each month's highlighted theme and how it relates to parents and caregivers. Ms. Morales noted the calendar can serve as a tool for Commissioners and the community leaders to draw a focus on how and what to do to engage children in the home and in the community. Ms. Morales described how the additions to the beginning and ending pages of the calendar highlight examples regarding social emotional learning, emergency planning and preparedness, and early literacy connections.

### **V. Help Me Grow Solano Update Presentation**

Megan Richards introduced Kathy Lago & Cinda-Rae Clemente from Solano Family and Children's Services (SFCS). Ms. Lago gave an overview of the core components regarding Help Me Grow Solano's operation, which follows a national model of coordinated identification and referral. Ms. Lago has taken on the Executive Director role at SFCS, the organization operating the Help Me Grow Solano referral program. Ms. Lago noted that a survey of several Help Me Grow operations across the state of California served as a means for collaborating and gleaning ideas for better methods of service. Ms. Lago described the transition to house the Help Me Grow Solano call center as a good fit for the childcare resource and referral agency, SFCS, and the Help Me Grow model.

Cinda-Rae Clemente spoke about the skillsets required for hiring as well as staffing to meet the needs the call center to become a rich resource service. Ms. Clemente noted that training continues for staff to best assist the families they serve. Ms. Clemente detailed the follow-up process that Help Me Grow Solano employs to ensure there were no breaks in service during the transition.

Ms. Clemente noted the toll-free phone number for Help Me Grow is answered by English, Spanish, and Tagalog speaking workers. The nearly 300 resources available at Help Me Grow Solano staff have at their disposal allows for a broad spectrum of needs to be met for the community. Referrals are in the form of phone, fax, or e-mail, via the Help Me Grow Solano website and may be for a single-need referral or multi-need.

Commissioner Niedziela offered information regarding a connection with the Solano Mobility Call Center.

Michele Harris noted First 5 Solano would reconnect with the 211 service to confirm its ties to the Help Me Grow Solano call center.

Megan Richards noted that if any Commissioners have opportunities for presentations, Help Me Grow Solano/SFCS and First 5 Solano staff would be happy to participate.

## **VI. Committee Reports**

### ***A. Systems and Policy Committee (Commissioner Niedziela)***

No Meeting

### ***B. Program and Community Engagement Committee (Commissioner Hannigan)***

No Action Items

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

Michele Harris noted Measure A and B did not pass. Hewlett Foundation 50<sup>th</sup> Anniversary Symposium was visited by Joanie Erikson and Megan Richards. Ms. Richards summarized her visit noting that relationship-building with funders is essential to building awareness of our organization and becoming a presence regionally before an opportunity for giving is presented to such funders.

## **VIII. Commissioner Remarks**

Commissioner Huber noted that if the Affordable Care Act appeal goes through, an \$800 million hit to those with Medi-Cal would occur.

## **IX. Future Agenda Items**

The next Commission meeting will be held on March 7, 2017 at 5:30 PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: FY2017/18 Budget, Committee Reports.

**Adjourn**

Chair Niedziela adjourned the meeting at 6:52 pm.

Andrew Boatright, Office Assistant III

Approved: