

**FIRST 5 YOLO**  
Commission Meeting Minutes  
January 13, 2010

The First 5 Yolo Children and Families Commission met on the 13<sup>th</sup> day of January, 2010 at the First 5 Yolo office at 223 Elm Street, Woodland, California at 2:00 p.m.

**Commissioners in Attendance:** Helen Thomson (Chair), Suzanne Anderson (Treasurer), Sue Heitman, Rick Baker, Kim Suderman,

**Staff in Attendance:** Julie Gallelo, Margaret Bacot, LaTina Price, Jackie Hausman, Regan Overholt, Elena Enriquez

**Public in Attendance:** L. Aldrete, S. Clark, S. Contreras, J. Jimenez, C. Gonzalez, G. Mora, K. King-Goldberg, L. Evans

Item #1: Call to order

Chair called the meeting to order at 2:00 pm.

Item #2: Roll Call

Absent: Commissioners D. Stromgren, K. Ziebron, J. Ayala

Item #3: Approval of Agenda

**MOTION:** P. Miller                      **SECOND:** R. Baker                      Motion carries unanimously.

Item #4: Public Comment

H. Thomson welcomed those in attendance and invited the public to address the Commission on any issue that is not on the agenda.

No Public Comments.

Item #5-7: Consent Agenda

5. 12/09/09 Commission Meeting Minutes: *Minutes were pulled in order to correct that commissioner S. Anderson is not Chair of Personnel Committee. As well as a correction to R. Baker's Commissioner report. He stated that he was a participant and not the Co-chair of the Salvation Army Bucket Brigade.*

6. February /March 2010 Commission Calendar

7. 01/04/10 Program and Policy Committee Meeting Minutes

**Approve agenda items 5-7, with minor corrections to 12/09/2009 Commission Meeting Minutes.**

**MOTION:** S. Heitman                      **SECOND:** R. Baker                      Motion carries unanimously.

Item #8: Treasurer's Report

Finance Committee reported changes to the FY 09/10 Annual Operating Budget as recommended in the mid-year budget revision. Committee also provided highlights of the First 5 Yolo FY 09/10 2<sup>nd</sup> Quarter Revenue and Expenses. Commissioner H. Thomson requested a balance

of how much F5Y has in reserves.. Staff will determine the amount and send out to commissioners via email by next week.

***Approve First 5 Yolo FY 09/10 Mid Year Budget Revision as recommended by staff.***

**MOTION:** P. Miller                      **SECOND:** S. Heitman                      Motion carries unanimously.

***Approve First 5 Yolo FY09/10 Quarter 2 Revenue and Expense Report***

**MOTION:** S. Heitman                      **SECOND:** R. Baker                      Motion carries unanimously.

Item#9: Community Presentation

Katy King-Goldberg from Yolo County Children’s Alliance presented on their Step-by-Step/Paso a Paso home visiting program funded by First 5 Yolo to provide support for first time pregnant women and families of newborns. The program provides supports such as teaching parents about child development, enhancing child’s social, emotional and cognitive development, promoting positive infant-parent relationships as well as connecting families with community resources. As of now, the program serves a high percent of Hispanic families. Claudia Gonzales and Gisela Mora, both home visitor specialists of the Step-by-Step Program shared with the commission how this program has helped some of the families that they closely work with and how it has made a difference in their lives. Families are very thankful for this program.

***Receive YCCA’s Step-by-Step/Paso a Paso presentation***

Item #10: Changes to Mini-Gant Application Process

After reviewing the current Mini-Grant Application Process, First 5 Yolo staff and the Program and Policy Committee recommended three minor and one major modification to the mini-grant process. The following minor recommendations were as follow: Open eligibility to CBOs without a maximum annual budget stipulation; Open eligibility to for profit entities and governmental agencies; and Increase maximum amount of mini-grant from \$2,500 to \$4,000. In addition to the minor changes, staff recommended one major change to the application process which included the opportunity for agencies to apply for sponsorship of events that are relevant to First 5 Yolo’s Strategic Plan.

***Approve changes to First 5 Yolo Mini-grant Application Process to include event sponsorship, increase cap to \$4,000, remove maximum agency budget amount and allow for-profit entities to apply.***

**MOTION:** S. Heitman                      **SECOND:** R. Baker                      Motion carries unanimously.

Item #11: Revisions to Special Projects Application Process

J. Gallelo reported that after a review of other First 5’s community funding programs, First 5 Yolo staff and Program and Policy Committee recommended some minor modification to the Special Projects application and proposal scoring process. Staff recommended the following changes to the Special Projects process: Close eligibility to for-profit entities; Eliminate requirement to collaborate/provide leveraged funds and make this encouraged and rewarded in the scoring tool; Eliminate Evaluation Plan section of the application and work directly with agencies who are awarded funds to develop the specific evaluation plan that will coincide with other tools being used and overall IFSI evaluation whenever possible; Replace current proposal scoring tool with the newly developed tool included in this packet; and Include a community member who is not a current Commissioner on the proposal review panel.

***Approve revisions to the Special Projects application process as recommended by the Program and Policy Committee for use in FY2010/11***

**MOTION:** K. Suderman

**SECOND:** R. Baker

Motion carries unanimously.

**Item #12: First 5 Yolo 2010 Public Policy Platform**

J. Hausman reported on the following two policies items as first recommendations for specific action items to build out the Public Policy Platform. Staff proposed that contractors be required to adopt or uphold a Lactation Accommodation Policy, and that Smoke-Free Playground Signage be installed in playgrounds throughout the County. First 5 Yolo proposed to work with cities that have policies that prohibit smoking on playgrounds to post signs indicating such prohibition and to work with cities and unincorporated areas that do not currently have such policies in place to adopt a policy and post signs at playgrounds. She also reported that \$10,000 has been put aside to allocate staff time and financial resources toward implementing policies.

***Approve two policy platform priority areas, lactation accommodation and smoke free playgrounds, and allocate staff time and financial resources (not to exceed \$10,000) toward implementing policies.***

**MOTION:** S. Heitman

**SECOND:** R. Baker

Motion carries unanimously.

**Item #14: Executive Director Report**

Commissioners received an update of staff activities, funded programs and events.

J. Gallelo provided a quick highlight on what is happening with the Childhood Mental Health Program. She stated that a new task force has been formed and that the Mental Health Training program thru West Ed is completely full. She shared that the trainings are amazing with fantastic speakers. The list of training topics is out for the rest of year has been published. J. Hausman added that in May, there will be an Early Childhood Mental Health event that will be open to the public and possibly a Community Summit in the preceding months. First 5 Yolo is working on Public awareness and education in addition to what is being done for the providers.

R. Overholt reported that School Readiness is starting their Kinder Survey for the second year. The results will once again provide good information for evaluation. She added that the Family Focus Forum meeting will be held on January 14, 2010. The Agenda will include presentations by Yolo Family Resource Center on recent grant funding focusing on homelessness prevention and DESS on their TANF Emergency Contingency Fund Grant, a group activity and agency updates.

J. Gallelo announced that there is an opportunity in Knights Landing. First 5 Sutter has recently partnered with Save the Children to implement a school readiness program for the community of Robins. Many of the children from Knights Landing will be starting kindergarten at Robins Elementary which is in Sutter County. First 5 Sutter is looking at ways in which they can use this funding to serve children that technically live in Yolo County, but have an impact on a school district in Sutter County. There are high hopes to turn this opportunity into a reality for the children of Knights Landing.

**Item #15: Commissioner's Reports**

K. Suderman reported that ADMH is dealing with a major budget short-fall. Due to the projected \$2.3 million shortfall, ADMH plans to implement a series of measures which include layoffs and

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additional cuts to programs and services. She stated that the agency is facing hard times and as a result her focus is on the budget.

P. Miller announced that Child Welfare Services has moved in to the Cottonwood building. She reported that DESS is also facing budget issues. DESS is short on realignment dollars and will experience a shortfall the rest of year.

S. Heitman announced that the Almond Festival will be held on March 13<sup>th</sup>. She announced that a task force is working with the Yolo County Parks and Recreation to create a new Community Service Area for children in Western Yolo. Revenues will be generated to finance parks and recreation for children which include ball fields and a swimming center. She is very hopeful.

R. Baker reported that H1N1 cases are declining. He shared that he works with the Explorit Science Center and that they are also being impacted by the economy - program revenues are low. He stated that he would like to be part of the F5Y Finance Committee.

#### Adjournment

The meeting was adjourned at 3:45 p.m. The next commission meeting will be held April 14, 2010.