

First 5 Yolo

Agenda Item Cover Sheet

Agenda Item- Commission Meeting Minutes
<i>Background</i>
Final minutes from Yolo County Children and Families Commission February 8, 2006.
<i>Executive Director Overview</i>
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on February 8, 2006 from 3:00 – 6:00 pm at 403 Court Street in Woodland.
<i>Additional Information</i>
<i>Action Requested</i>
Approve minutes as submitted.

FIRST 5 YOLO
Commission Meeting Minutes
DRAFT
February 8, 2006

The First 5 Yolo Children and Families Commission met on the 8th day of February 2006 at the First 5 Yolo office at 403 Court Street, Woodland, California at 3:00 p.m.

Commissioners in Attendance: Helen Thomson – Chair, Katie Villegas, Suzanne Anderson, Dr. Bette Hinton, Sue Heitman – Treasurer, Sheila Allen, Irma Rodriguez and Dr. Jorge Ayala

Commissioners Absent: Donita Stromgren

Staff in Attendance: Julie Gallelo, LaTina Price, Carmen Garcia, Regan Overholt,

Public in Attendance: Robbie Townsley

Item 1: Call to order

Chair called the meeting to order at 3:00PM.

Item 2: Swear in Dr. Jorge Ayala

H. Thomson swore in new Commissioner Dr. Jorge Ayala Superintendent of the Yolo County Office of Education.

Item 3: Roll Call

Item 4: Approval of Agenda

Approve the Agenda as presented.

MOTION: S. Allen **SECOND:** K. Villegas Motion carries unanimously.

Item 5: Public Comment

Steve Basha, Counsel for Yolo County, introduced his new Assistant City Council to the Commission. Robin Drivon came from San Joaquin County Counsel and has had the occasion of working with First 5 San Joaquin. R. Drivon stated that she was happy to meet everyone and looked forward to working on any projects that the Commission would like to send her way.

The Commissioners welcomed R. Drivon stating that they were happy to have her on board. Commissioners also thanked S. Basha for introducing his new staff and offering her services.

Items 6 – 9: Consent Agenda

6. Approve minutes of 1/11/06 First 5 Yolo Commission meeting
7. Adopt Calendar for March 2006
8. Receive Grant Fund Balance Report
9. Receive P & P Committee Minutes from 1/23/05

Approve consent agenda items 6, 7, & 9

MOTION: B. Hinton **SECOND:** K. Villegas Motion carries unanimously.

Item 8: Grant Fund Balance Report

J. Gallelo pulled item 8 from the consent agenda to advise Commissioners of an accounting error on the Grant Fund Balance Report. She stated that the fund balances were incorrect and should reflect a zero balance for Special Project Grant Fund and a balance of \$1,000 for the Childcare Mini-grant fund balance. She stated that the full balance of \$17,000 remained in the Community Mini-grant fund. As a result, she advised Commissioners that they may want to review fund amounts if no Community Mini-grant applications are received.

Approve revised Grant Fund Balance Report with corrected fund balances.

MOTION: S. Heitman **SECOND:** I. Rodriguez Motion carries unanimously.

Item 10: Child Care Mini-grant Award Disbursement Policy

J. Gallelo announced that upon the recommendation of the Program and Policy Committee, staff developed a new childcare mini-grant award disbursement policy that would enable better accountability for funds disbursed to providers. She stated that the new policy would call for award recipients to select their childcare enhancement products from a group of catalogs and First 5 would then order the supplies and have them shipped directly to the grantee. J. Gallelo clarified that the childcare mini-grant application process would remain unchanged. Mini-grant applications would continue to be reviewed by the mini-grant review panel and must comply with the City of Davis R&R requirements which include being a member in good standing and products ordered must be those recommended by a specialist after an environmental assessment of the daycare site.

R. Townsley made a recommendation to allow for grantees to be able to purchase items from other catalogs when needing toys for children with special needs.

The Commission asked staff to add language to the policy that would allow for adapted toy catalogs to be used as needed.

Approve Child Care Mini-grant Award Disbursement Policy with additional language to add flexibility to vendor options.

MOTION: S. Allen **SECOND:** K. Villegas Motion carries unanimously.

Item 11: First 5 CA Statewide Evaluation Framework - Presentation

J. Gallelo gave a presentation introducing the new statewide evaluation framework from First 5 California. She stated that the State had not been happy with the data being collected from individual commissions. Their on-going concern with data collection has been how to use the data to show how things are getting better. The new framework will change the way data is being collected and reported since the State will now be collecting results based outcomes data in addition to the aggregate data. First 5 Yolo has been collecting results based outcomes data since 2002 and, as a result, appears to be ahead of

the game. She stated that the way our data is submitted to the state will be a seamless process and that FY 06-07 will be the base year.

Item 12: Committee Member Appointments

H. Thomson acknowledged Commission committees and current committee members. Commissioner J. Ayala elected to participate on the Finance Committee.

Appoint Commissioner J. Ayala to the Finance Committee.

MOTION: J. Ayala **SECOND:** S. Allen Motion carries unanimously.

Item 13: Executive Director Report of Staff Activities

J. Gallelo presented Commissioners with an update on staff and program activities. She stated that children are being enrolled into Healthy Kids with a push for children 0 – 5 where the funding is sufficient. Fundraising efforts continue for premiums for 6 – 18 with the new Executive Director on board at the Children’s Alliance. The regional CHI will be meeting to come up with a set of performance indicators for Partnership Health Plan to assess. As a result, S. Marshall - chair of the CHI Quality Assurance Subcommittee, was asked to participate representing First 5.

J. Gallelo announced that First 5 Yolo was awarded \$100,000 per year for five years from First 5 CA to cover administration costs for its “Preschool for All” demonstration project in West Sacramento. This money is in addition to the grant awarded to First 5’s who are participants in the demonstration project.

J. Gallelo also announced that staff continues to work on the policy and procedures manual to be in place by July 1, 2006. Once completed, the Program and Policy Committee will review the document and forward it to the full Commission.

In response to Commissioner query, K. Villegas and R. Overholt gave an update on progress with the West Sacramento School Readiness program. K. Villegas reported that they met with the West Sacramento School Board as well as three principals in the district. She stated that the meetings were very productive.

C. Garcia announced a series of workshops to be held in West Sacramento in conjunction with the community action team (CAT) in West Sacramento. The workshops focus on child abuse prevention, domestic violence prevention, and gang prevention.

Item 14: Commissioner Reports

S. Allen reported that the Davis School District is ready for PFA. She stated that she is in the process of forming a taskforce of key players in the community in this regard.

K. Villegas announced that both the CHI and the UPK programs are going along well. She added that she hopes everyone is planning to attend the Healthy Kids Kick-Off Campaign on March 9, 2006 from 4:30 – 6:30pm at West Sacramento City Hall. She also stated that an RFP for a grant writer is going out.

S. Anderson announced the “Protecting the Spirit of Childhood” conference to be held April 1, 2006 at UC Davis. She added that First 5 Yolo is helping to fund the program and scholarships and urged all interested persons to attend.

B. Hinton stated that she will be having lunch with the President of Woodland Schools. She announced that the new health building is under way and that the health department is gearing up for West Nile Virus season. She also stated that there is a new vaccine available for whooping cough.

J. Ayala announced that he is a member of the California County Superintendents Educational Service Association which has a task force working on Preschool for All. He stated that the initiative seems to have a strong backing from administration and education and discussions regarding what will become of the PFA initiative are under way. He also stated that he is in the process of visiting schools throughout the County.

I. Rodriguez stated that Prop 63 proposals went in early last week. She stated that she attended a meeting with Partnership Health Plan and local providers to discuss ways to improve the mental health provider network. A mental health consultation group would be beneficial for providers to provide some support. There is also a need to take a look at changing legislation regarding reimbursement rates for primary care physicians when 45% of cases are attention deficit or having mental disorders. The group also worked on triage and referral processes.

S. Heitman announced that Headstart Preschool is coming to Esparto and Guinda. MOU partner group includes Esparto UCD, RISE, Capay Valley Vision and Community Medical Centers/ Esparto Family Practice are working together on the SHCAL proposal to build a multi-use facility to house medical, mental health, dental, and a small pharmacy. Five properties are currently being looked at with a property to be chosen in the next several weeks. The regional collaborative meets in Esparto and is a very good place to get information about what is going on in that community. Capay Valley Vision is the lead agency on a proposal being submitting for grant with USDA for a “Farm to School” program. Lastly, she announced that the ninety-first Almond Festival will be held on Sunday, February 26th and a Black History Festival will be held at Guinda Grange this weekend on Feb. 11th from 9:00 – 5:00 pm.

Adjournment

The meeting adjourned at 4:30 PM. The next Commission meeting will be held March 8, 2006 at 3:00 pm.