

**FIRST 5 YOLO**  
Commission Meeting Minutes

February 13, 2008

The First 5 Yolo Children and Families Commission met on the 13<sup>th</sup> day of February, 2008 at the First 5 Yolo office at 403 Court Street, Woodland, California at 1:30 p.m.

**Commissioners in Attendance:** Helen Thomson (Chair), Donita Stromgren (Vice-Chair), Katie Villegas, Suzanne Anderson, Sue Heitman (Treasurer), Bette Hinton, Pam Miller

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

**Public in Attendance:** P. Stansbery (DCN), F. Wright (DCN), K. Bowers (DCN), R. Townsley (R&R).

Item 1: Call to order

Chair called the meeting to order at 1:00 pm.

Item 2: Roll Call

Item 3: Approval of Agenda

***Approve the Agenda as presented.***

**MOTION:** K. Villegas      **SECOND:** D. Stromgren      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 were made.

Item 5 –8: Consent Agenda

Agenda item numbers 5 and 8 were pulled from the consent agenda.

***Approve agenda items 6 – 7.***

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

Item #5: Commission Meeting Minutes

An amendment was requested for agenda item #9 of the minutes from the December 14, 2007. They are to be amended to reflect that the discussion regarding contract amount was in reference to concerns around the amount being insufficient to fulfill contract obligations.

***Approve minutes of the December 14, 2007 commission meeting as amended..***

**MOTION:** D. Stromgren      **SECOND:** S. Anderson      Motion carries unanimously

Item #8: Program & Policy Committee Minutes

D. Stromgren asked that during the strategic planning discussion, commissioners discuss officially giving authority to the Program & Policy committee to review and recommend strategic planning decisions to the full commission and that commissioners continue the discussion on having either a commission-driven or community-driven process for identifying program strategies.

***Receive Program & Policy Committee minutes from February 4, 2008..***

**MOTION:** D. Stromgren      **SECOND:** K. Villegas      Motion carries unanimously

**Item #9: Treasurer's Report**

S. Heitman presented the report of revenue and expenses through December 2007. She reported that two items warranting discussion include revenues from the state and MAA revenues. She stated that some revenues were received in January/February from the state for School Readiness, CARES, Universal Preschool and CHI programs. She also stated that MAA revenues from FY04-05 and FY05/06 were received in the fall.

***Receive Treasurer's Report of FY06-07 Revenue and Expenses through December 2007.***

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

**Item #10: Media Contract with ACS Quantum Strategies**

J. Gallelo reported that the agency has been without a media firm for several months due to the mutually terminated agreement with PMC. She stated that staff sees the need for having the expertise of a media firm and recommended contracting with ACS Quantum Strategies for the remainder of the fiscal year with monies saved from previous contract. ACS Quantum Strategies was the runner-up in the initial RFB process.

***Approve media contract with ACS Quantum Strategies for FY07-08 in the amount of \$14,800.***

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

**Item #11: Amendments to First 5 Yolo Policies & Procedures Manual**

J. Gallelo advised commissioners that the First 5 Yolo Policies and Procedures Manual is a working document with updates made as needed. She discussed updates to the Contracting Policy and Program & Evaluation Policy as well as the additions of a Webpage and Privacy Policy and Use of Logo and Acknowledgement Policy.

***Approve amendments to First 5 Yolo Policies & Procedures Manual as presented.***

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

**Item #12: Executive Director Report of Staff Activities**

Staff provided updates on activities for the month of December. J. Hausman reported that the Children's Health Initiative continues to work with UC Davis honor students to study CHI's across the state to find best practices and strategies for locating families with uninsured children. The HK enrollment has been stable and the first Saturday dental

clinic will be held in Davis on Saturday, March 15. The universal application system – COMPASS is being piloted and will be ready to go live soon.

R. Overholt reported that the commission’s program evaluators are working on a presentation comparing and contrasting school readiness data with comparison schools in the study. Woodland schools will begin to flag students so that they can be tracked for intervention strategies prior to entering kindergarten and will be hosting the first district-wide kinder assessment day.

J. Gallelo reported that the first UP4WS stakeholder meeting held was productive. The second meeting will be scheduled to discuss restructure models. She is working with Sarah Nevill-Morgan to lock in a presentation date to discuss the state of First 5 CA at an upcoming meeting.

Item #13: Strategic Planning FY08-09 through FY15-16

J. Gallelo reviewed the Strategic Planning Vision for the Integrated Family Support Initiative. She reported that next steps include developing measurable objectives for each goal and identify strategies.

Commissioners discussed the process for carrying out this next phase of strategic planning and provided input regarding the pros and cons of having a community-driven or commission-driven approach for determining strategies for arriving at the desired outcomes.

***Designate the Program & Policy Committee to participate in review of and provide recommendations for future strategic planning activities.***

**MOTION:** D. Stromgren      **SECOND:** S. Heitman      Motion carries unanimously

J. Gallelo reviewed the priority area funding allocation recommendations stating that the allocation percentages were a product of the community needs assessment findings and commissioner’s feedback. She advised that although the percentages of funding allocated to each priority area were accurately represented on the graph, the actual funding amount must be refigured to incorporate program staffing.

Commissioners discussed the limitations placed on funding to provide services to high-risk families. Commissioners recommended adding more flexibility to the high-risk family factors by creating an “other” category and also suggested giving priority to programs that serve high-risk families without excluding programs that serve all families.

***Approve priority area funding allocation percentages.***

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

Item #14: Commissioner Reports

P. Miller reported that DESS now has a full staff of social workers which has been very helpful for the agency. She stated that the department continues to struggle with foster parent recruitment with cuts to foster parent and agency funding.

D. Stromgren announced that Darrell Steinberg is currently authoring a bill on preschool quality improvement reimbursements and another bill coming out of Sacramento proposes to consolidate preschool services to better maximize the use of existing services. In addition, there is a strong movement behind a bond measure on K-12 facilities that will include preschool.

H. Thomson reported that construction bids for state transportation CTC have come in 26% - 40% lower than what the engineering documents predicted. It appears that now is a good time to build facilities.

K. Villegas announced that the Children's Alliance will host a Child Abuse Prevention luncheon on April 2<sup>nd</sup>. She stated that the fundraising event will have booths available for agencies carrying out activities around child abuse prevention. The event will be held at the Veterans Memorial in Davis, with Darrell Steinberg as the key not speaker. Good turn out is expected. The Davis Firefighters have been asked to barbeque for the event.

S. Heitman announced two events coming up in the Capay Valley – the 81<sup>st</sup> Almond Festival will take place February 24, 2008 and on March 16, 2008 Capay Valley Vision will be hosting a fundraiser featuring Mike McGowan's band at the Cache Creek Casino.

#### Adjournment

The meeting adjourned at 3:55 p.m. The next commission meeting will be held March 12, 2008 at 2:00 p.m.