

**First 5 Yolo Children and Families Commission
Agenda Item Cover Sheet**

Agenda Item- Commission Meeting Minutes
<i>Background</i>
Final minutes from First 5 Yolo Children and Families Commission February 14, 2007.
<i>Executive Director Overview</i>
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on February 14, 2007 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
February 14, 2007

The First 5 Yolo Children and Families Commission met on the 14th 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), Donita Stromgren (Vice-Chair), Katie Villegas, Dr. Bette Hinton, Dr. Jorge Ayala, Sheila Allen, Suzanne Anderson, Pam Miller, Sue Heitman (Treasurer)

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

Item 1: Call to order

Vice-chair called the meeting to order at 3:00 PM.

Item 2: Roll Call

Item 3: Approval of Agenda

Approve the Agenda as presented.

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

Item 4: Public Comment

K. Villegas welcomed and introduced new staff members of the Yolo County Children's Alliance.

Item 5 – 9: Consent Agenda

S. Allen asked that the community mini-grant applications - Item No. 9 be removed from the consent agenda.

Approve agenda items 5 - 8.

MOTION: B. Hinton **SECOND:** S. Allen Motion carries unanimously

Item #9: Community Mini-grant Applications

Commissioners commented on the community mini-grant application submitted by the Esparto District Chamber of Commerce for the Almond Festival event. The annual event has been around for many years and sponsors are working hard at making it a children and families event. The event will be held February 25, 2007.

Approve the community-mini grant applications as recommended by the review panel.

MOTION: S. Heitman **SECOND:** S. Allen Motion carries unanimously

Item #10: Treasurer's Report(A) and Mid-year Budget Revision (B)

Mid-year budget reflected recommended changes and revised budget. Key changes reflected in the UPK budget include a per child rate change and unrealized fundraising

funds. The CEP program is being recognized as an in-house program which is integrated into all other programs. Additional changes include an increase in interest earnings.

Approve mid-year budget revise and receive treasurer's report of Revenue and Expenses for FY06/07 thru December 2006.

MOTION: D. Stromgren **SECOND:** J. Ayala Motion carries unanimously.

Item #11: Presentation – Woodland JUSD School Readiness Program

Commissioners received a presentation by the School Readiness Program in Woodland JUSD funded by First 5 Yolo highlighting program outcomes, successes and challenges.

Item #12A: Fluoride Varnish Benefit for Healthy Kids

J. Hausman reported that the CHI is requesting that fluoride varnish be added as a benefit of healthy kids insurance. The benefit is currently covered under Medi-Cal but not Healthy Families. The fluoride varnish can be applied early to infant teeth and will add approximately \$2.80 to monthly premiums. A fluoride varnish application training was held at Woodland Clinic and the CHI Quality Assurance committee is working to bring the training to more providers. In order for the benefit to be added by Partnership Healthplan each of the four counties in the region must agree to provide the benefit.

Approve adding fluoride varnish as a covered benefit under Healthy Kids insurance plan.

MOTION: S. Allen **SECOND:** S. Heitman Motion carries unanimously.

Commissioners asked that in the event the fluoride varnish benefit is not added by Partnership Healthplan, the CHI QA committee will look into what it will take to offer the benefit to Yolo County children ages 0-5.

Item #12B: RFP for Web based Universal Application System

J. Hausman reported that a universal application system will be helpful to providers engaged in health insurance outreach, enrollment, utilization & retention services. She is asked that Commissioners allow an RFP to be written to solicit proposals from capable companies. Minimally, the request would be for a universal application system to include all health insurance programs with the potential to add other programs and services.

Approve the RFP process for a Web based Universal Application System.

MOTION: B. Hinton **SECOND:** J. Ayala **Ayes:** H. Thomson, K. Villegas, D. Stromgren, S. Anderson, S. Allen, B. Hinton, P. Miller, J. Ayala
Nays: S. Heitman Motion carries.

Item #13: Strategic Planning Update

Commissioners were presented with the strategic planning outline and timeline. The plan continues through December and activities include researching, analyzing and presentations & meetings. Staff will work with the Program and Policy Committee on target groups for further primary data collection.

Item #14: ED Report on Staff Activities

J. Gallelo gave an overview of staff activities. Highlights include the UPK program has hired Lynn Arner for workforce development, roles and responsibilities for advisory groups in relationship to the Commission are being drafted, contractor site-visits are being planned for the upcoming weeks, and the employee handbook is near completion.

Item #15: Commissioner Appointments

Commissioners S. Allen, S. Heitman and K. Villegas were re-appointed to the First 5 Yolo Children and Families Commission by the Board of Supervisors.

Item #16: ED Evaluation Forms

Vice-chair D. Stromgren advised commissioners that evaluation forms have been distributed via email along with the process for the Executive Directors evaluation. Commissioners were asked to return all evaluations by February 23rd.

Item #17: Commissioner Reports

J. Ayala announced that Head Start program has been approved for three years. Program administrative staff has been relocated to the main offices at Santa Anita and the Academic Decathlon went well.

P. Miller announced that DESS has hired a new assistant director for adults & children services and that customer service teams are now in Woodland and West Sacramento offices.

D. Stromgren reported that Commissioner S. Allen and she were able to help retain childcare slots in Davis. A new coordinator has been hired and is working on the administrative challenges. She added that childcare fared well in the Governor's budget.

S. Heitman announced that partners in community facilities met and will meet with developers and builders for property. They are working to get portable buildings from the tobacco litigation funds. A fundraising event "Rocking in the Capay Valley" will be held at Cache Creek on March 18th.

H. Thomson reported that she attended the First 5 CA Association meeting held for county Commissioners and that a lot of good information was presented. She also announced that Kingsley Melton is doing well.

Adjournment

The meeting adjourned at 5:30 PM. There will be no March Commission meeting. The next Commission meeting will be held April 11, 2007 at 3:00 pm.