

FIRST 5 YOLO
Commission Meeting Minutes
March 11, 2009

The First 5 Yolo Children and Families Commission met on the 11th day of March, 2009 at the First 5 Yolo office at 223 Elm Street, Woodland, California at 2:00 p.m.

Commissioners in Attendance: Helen Thomson (Chair), Donita Stromgren, Sue Heitman, Jorge Ayala, Katie Villegas, Suzanne Anderson, Kim Suderman, Diana Williams, Rick Baker

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

Public in Attendance: M. Ivler, D. Sneed, K. Knickerbocker, R. Townsley, L. Aldrete, F. Wright

Item #1: Call to order

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

Item #2: Roll Call

Commissioners, staff, and members of the public introduced themselves to orient new commissioners, K. Suderman and R. Baker.

Item #3: Approval of Agenda

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

Item #4: Public Comment

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

R. Townsley addressed Commissioners reporting that the Child Development Conference sold out with 350 people attending. The conference is in its last year of sponsorship by the Commission. She thanked the commission for their support. She announced that the City of Davis Resource and Referral agency was recognized at an Inclusion Conference as being one of only 2 agencies in the region that supports special needs children in childcare centers/homes.

Item #5-10: Consent Agenda

6. March/April Commission Calendar
7. 2/27/09 Finance Committee Meeting Minutes
8. Quarter Revenue and Expense Reports, Mid-year Budget Revision
9. 2/18/09 Public Awareness Committee Minutes
10. 2/2/09 & 3/2/09 Program & Policy Committee Minutes

Approve agenda items 6-10.

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

Item #5: Commission Meeting Minutes 1/14/09

D. Stromgren asked that the 1/14/09 Commission meeting minutes be revised to include the discussion around the cost effectiveness of supporting the Healthy Families Program.

Approve the 1/14/09 Commission Meeting Minutes as amended.

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

Item #11: Community Presentation – Universal Application System

K. Knickerbocker of Vistalogic provided commissioners with an update on the progress of the Universal Application System. The presentation included a brief summary of happenings since their last presentation to the Commission, results on progress to date, and the plan for moving forward. He reported that increasing the user base is a top priority along with implementing tools for extended outreach to the community and the public. All efforts are aimed at organizing and uniting the existing outreach community for a more comprehensive and efficient referral system.

Item #12: First 5 Yolo Evaluation Plan FY08-90

F. Wright of Davis Consultant Network presented Commissioners with an overview of the FY08-09 Evaluation Plan. She stated that the plan was developed with input from staff and Program and Policy Committee members. The Commission's evaluation plan is organized to answer questions approved in the strategic plan and from the state First 5 commission and is outcomes based. She added that the evaluation plan will pretty much remain the same throughout the Integrated Family Support Initiative.

Approve the First 5 Yolo FY08-09 Evaluation Plan

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

Item #13: Contingency Planning Process Update

J. Gallelo presented Commissioner's with a Proposition 1D Fact sheet stating that staff are scenario planning around the possible passage of the legislation and the effects on future funding distributions. She advised that staff are working with the Program and Policy and Finance Committee to develop the scenarios that will come forth as recommendations to the full commission at the April 8th commission meeting.

Item #14: Legislative Subcommittee and Policy and Advocacy Protocol

J. Hausman discussed the recommendation for the Program and Policy committee to act as the Legislative subcommittee of the commission. She stated that the commission's desire to be active in local policy issues require it to be able to act in a timely fashion when issues arise. The Policy and Advocacy protocol establishes a process for commissioners and staff to follow when taking action on policy issues related to the commission's strategic plan.

Commissioners added that the Fair Political Practices govern these activities and that the chair of the commission be notified prior to any action and involved in the outcome.

Approve designation of the Program & Policy committee to act as the Legislative subcommittee.

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

Adopt the Policy and Advocacy Protocol as recommended by the Program & Policy committee.

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

Item #15: Officer Nomination Protocol

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J. Gallelo advised commissioners of the need for a formal nomination protocol for the annual election of its officers. She stated that the process involves nominating officers for the positions of Vice-Chair who also serves as the Personnel Committee Chair and Treasurer who also serves as the chair of the Finance Committee, the Program and Policy Committee Chair, and Public Awareness Committee Chair.

Approve the First 5 Yolo Officer Nominating Policy.

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

Item #16: Executive Director's Report on Staff Activities

Commissioners received an update of staff activities and program events. J. Hausman reported that the CCHI voted to sponsor SB1 but has taken no action as of yet and that enrollment in the Healthy Kids program is steady for children 0 – 5. She reported that the MH Case Consultations are well attended and that YFSA is working on a MH specialist certification program.

R. Overholt announced that two new schools will be participating in a 4-week kinder program and that the School Readiness Index is being distributed in all of the kindergarten registration packets. Also, the Raising a Reader program is being expanded to include UP4WS families and additional School Readiness families.

Item #17: Commissioner's Reports

S. Heitman announced that the Knights Landing Children's Center passed their audit and is thriving. She stated the closure of the Grafton Elementary school will require the agency to enter in to a rental agreement in order to keep their current location at the school. She reported that tribal funding in the Capay Valley was restored and that the 94th Almond Festival is coming up. A Yolo Slow Food Event will be held the Saturday prior to the Almond Festival at RH Phillips.

J. Ayala announced that Head Start underwent a 5-day federal review resulting in commendations and great reviews. The district is working with the California School Board Association and County Board of Education to review and update all of their policies.

K. Villegas announced that the Child Abuse Prevention Council luncheon will be held on April 9th and invited all to attend.

R. Baker announced that influenza is on the decline showing up late in the season with a smaller outbreak than in previous years. He stated that the county has an active vaccination program and that First 5 could help pass the word about the importance of getting children vaccinated.

D. Williams reported that Commissioner Pam Miller should be returning to her duties in May. She stated that DESS is hoping to get stimulus money which would be a great help to the department currently experiencing a \$7.6 Million deficit. She reported that Food Stamps are on the rise and that for every \$1 distributed in food stamps, \$1.84 is spent in the community.

K. Suderman provided an update into happenings at ADMH department stating that with the large amount of turnover the department has had to undergo many changes in leadership. She is cognizant of the stress on the department staff and plans to make adequate improvements to ensure program delivery, improve accountability and efficiency, the provision of mandated services, and services to children. She stated that the agency is also receiving part of the stimulus package.

H. Thomson announced that difficult budget times have impacted all counties around the state. The Yolo County BOS will be modifying the current fiscal year budget and developing next year's budget. She reported that the May revise will take place in June and that they are working with all department heads and the CAO's office to balance the budget. The county experienced a \$22 million reduction in FY09-10 and used \$4 million from reserves for FY08-09. She advised that the SACOG Board is lobbying for federal stimulus plan to bring money in to Yolo County.

Adjournment

The meeting adjourned at 4:45 p.m. The next commission meeting will be held April 8, 2009 at 2:00 p.m.