

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

Agenda Item- Commission Meeting Minutes
<i>Background</i>
Final minutes from Yolo County Children and Families Commission April 11, 2007.
<i>Executive Director Overview</i>
First 5 Yolo Children and Families Commission held a regularly scheduled meeting on April 11, 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
DRAFT
April 11, 2007

The First 5 Yolo Children and Families Commission met on the 11th day of April, 2007 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, Sheila Allen, Pam Miller, Sue Heitman (Treasurer)

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

Public in Attendance: Janamarie Salocks, Christina Flores, Linda Johnson, Jan Babb, Haydee Dabritz, Julie Friesen, Robbie Townsley, and Pablo Stansbery.

Item 1: Call to order

Vice-chair called the meeting to order at 3:10 PM.

Item 2: Roll Call

Item 3: Approval of Agenda

Approve the Agenda as presented.

MOTION: B. Hinton **SECOND:** K. Villegas 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.

Janamarie Salocks, representative of Assemblymember Lois Wolk, addressed the Commission regarding proposed legislation supported by Assemblymember Wolk aimed at improving health access and services for children and families. She handed out information on AB420 the California Special Supplemental Nutrition Program for Women, Infants, and Children: Gateway System and AB1 expanding eligibility for Medical and Healthy Families for the Commissions review.

Item 5 – 10: Consent Agenda

Approve agenda items 5, 6, 7, 9.

MOTION: P. Miller **SECOND:** D. Stromgren

Discussion: S. Heitman clarified that recommendations made by the Finance Committee regarding contract reimbursement language will be presented at the May Commission meeting. Motion carries unanimously

Item #10: Community Mini-grant Applications

Commissioners discussed concerns regarding mini-grant application budget for food costs. C. Flores spoke on behalf of the YC Child Care Planning Council stating that at the recommendation of their stakeholders the proposed provider trainings will be held in the evening at no charge with dinner served in order to maximize countywide participation.

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

MOTION: B. Hinton **SECOND:** K. Villegas **ABSTAIN:** D. Stromgren
Motion carries.

Commission decided to discuss policy regarding any funding limitations, such as purchasing food, during their upcoming strategic planning meetings.

Item #11: Treasurer's Report(A) and FY 07-08 Operating Budget(B)

S. Heitman presented the report of year-to-date revenue and expenses through February 2007. She identified categories where Prop 10 funding has not yet been received stating that these payments are forthcoming with interest.

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

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

S. Heitman presented the FY07-08 Operating Budget and narrative. She stated that the operating budget reflects conservative estimates for programs and the reserve fund is being drawn upon. Salaries reflect potential cola and pay increases and the UP4WS program conserves funds in order to pay for following years' preschool slots.

Approve FY 07-08 Operating Budget.

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

Item #12: Presentation – YC Health Department MAMA Project

Commissioners received a presentation on the MAMA (Mommy And Me Assessment) Project Infant Feeding Community Assessment funded in part by First 5 Yolo. Jan Babb, MCAH Director, provided background information on breastfeeding and discussed the importance of gathering Yolo County data. Program goals and preliminary data analysis findings were presented.

Item #13: Fund Developer Contract w/ YCCA

K. Villegas left the room before any discussion occurred and did not participate in the discussion nor vote on this matter.

D. Elmore communicated the need for a fund developer for the UP4WS program. She stated that the program was implemented knowing that a portion of the funds would need to be fundraised. In order to be successful in fundraising, there will need to be a shift from grant writing to fund development. As a result, the UP4WS Advisory Committee recommended that \$10,000 remaining in its grant writer position be rolled into a fund

developer position for next fiscal year. UP4WS also received \$20,000 in funding from the City of West Sacramento for this position. These \$30,000 will be combined with \$30,000 from the Children's Alliance to pay for the fund developer individual/firm. This individual/firm would then bring funds into Yolo County for a variety of children's services including early education, child abuse prevention, and children's health.

Approve the partnership between the UP4WS program and the Yolo County Children's Alliance to jointly hire a fund developer. Expend \$30,000 in UP4WS funds to partially cover the position costs.

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

Item #14: Letter of Opposition to SB 893 (Cox)

SB 893 (Cox) proposes to eliminate Proposition 10 funding to the state and local commissions and instead redirect all moneys to pay for health care services for documented children. If passed and enacted Senate Bill 893 would result in the discontinuance or serious reduction of many effective programs and services in Yolo County that are improving the health and well-being of young children and their families. If passed and enacted Senate Bill 893 would end all future Proposition 10 funding to First 5 Yolo.

Approve First 5 Yolo letter of opposition to SB 893 and submit to Senate Health Committee and cc: local representatives.

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

Item #15: First 5 CA Annual Report for FY 05-06

First 5 CA compiles information from all of the county Commissions and presents the information in the form of an annual report to the legislature. First 5 CA released its 2005-06 Annual Report to the Legislature in March 2007. Each county commission is required to hold a public hearing to review the Annual Report. All comments will be forwarded to First 5 CA.

OPEN PUBLIC HEARING

No Public Comment was made on First 5 CA Annual Report for FY05-06.

CLOSED PUBLIC HEARING

Approve First 5 CA Annual Report for FY05-06.

MOTION: D. Stromgren **SECOND:** P. Miller Motion carries unanimously.

Item #16: Strategic Plan for FY 07-08

In accordance with Proposition 10 legislation, First 5 Yolo must be reviewed and approved its strategic plan annually. The Commission reviewed the current strategic plan covering 2002-2008. No changes were recommended to the strategic plan for the upcoming fiscal year.

Approve First 5 Yolo's current strategic plan with current initiatives.

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

Item #17: Special Project Fund Increase

A joint recommendation from the Program and Policy Committee and Finance Committee calls for putting an additional \$200,000 into Special Project grant line item. The recommendation stemmed from the fact that this year the Commission has experienced a surplus of funding due to various cost estimate savings.

Approve increase in special project fund from \$100,000 to \$300,000.

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

Commissioners requested that a press release go out announcing the addition of \$200,000 to the Special Projects fund and a three week extension on the application deadline. The new deadline is May 4, 2007. Commissioners will be given one-week to review applications before they are submitted to the review panel.

Item #18: Executive Director Report of Staff Activities

J. Gallelo gave an overview of staff activities. She announced D. Stromgren as the new representative for the Commission on the UP4WS Advisory Committee.

Item #19: Commissioner Reports

P. Miller announced that she has been involved in the budget process for DESS.

S. Heitman announced that the Farmer's Market opened last week with 38 vendors. She met with the Valley Voice and will going to WAVE with fellow commissioner Suzanne Anderson to talk about First 5 activities. She reported that the partners in community facilities group will be touring rural community clinics with their project developer. She also announced that the County Park and Recreation department will resurface the playground in Esparto and build a restroom.

B. Hinton announced that the Health Department held a safety event at Wal-Mart in Woodland. The Health Department received a planning grant from the California Endowment to do a project in West Sacramento and the "Health by Design" forum will be held April 20th from 1:30 – 4:30pm.

S. Allen announced that the Farmer's market in Davis has also opened. The Davis Unified School District is looking at strategies for closing the achievement gap including working with children 0 – 5.

D. Stromgren reported that she continues to support efforts in Davis for childcare spaces. She announced that California ranked 47th among the nation in oversight and standards in child care settings.

CLOSED SESSION

Item #20 – Executive Director Performance Evaluation

Commissioners met with the Executive Director to review results of her annual evaluation and the revised goals for her next year of service.

OPEN SESSION

D. Stromgren reported to the public that the Executive Director's evaluation was mainly positive and that the J. Gallelo will continue to serve as the Executive Director. J. Gallelo will be moved into Step 3 of the salary range. The goals for the upcoming year of service were approved.

Adjournment

The meeting adjourned at 5:30 PM. The next Commission meeting will be held May 9, 2007 at 3:00 pm.