

FIRST 5 YOLO
Commission Meeting Minutes

JUNE 14, 2006

The First 5 Yolo Children and Families Commission met on the 14th day of June 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, Irma Rodriguez, Dr. Bette Hinton, Dr. Jorge Ayala, Donita Stromgren, Sheila Allen

Commissioners Absent: Suzanne Anderson, Sue Heitman

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

Public in Attendance: Robbie Townsley, Sarah Galetti, Sarah Rock, Aurelio Haro, Jim Rodgers, Holly Pauls, Cathie Wicks, Wanda Roundtree

Item 1: Call to order

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

Item 4: Public Comment

None

Items 5 – 8: Consent Agenda

5. Approve minutes of 5/10/06 First 5 Yolo Commission meeting
6. Adopt Calendar for July 2006
- 7A. Receive Grant Fund Balance Report
- 7B. Receive Finance Committee Minutes of 5/15/06.
8. Receive Program & Policy Committee Minutes of 6/12/06.
9. Approve Mini-grant Funding as Recommended by Review Panel

Approve consent agenda items 6- 8

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

Item 5: Minutes of 5/10/06 Commission Meeting

S. Allen clarified that the reason why staff did not participate in the previous strategic planning process, conducted in 2002, is that they were not employed by First 5 Yolo at that time. She stressed that the original statement could mislead readers into thinking that staff were not invited, and that was not the case.

Approve minutes of 5/10/06 Commission meeting with changes.

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

Item 9: Mini-grant Funding Recommendations

S. Allen pulled item #9 from the consent agenda to bring attention to the community mini-grant application from Winters Friends of the Library (WFOL). She stated that she was unaware that this projected existed until the application was brought forward and commented that they are doing a great job with this program. She added that this program could be modeled and implemented by other Friends of the Library organizations.

Approve Mini-grant Funding as Recommended by Review Panel.

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

Item 10: Treasurer's Report of FY 05-06 Revenue and Expenses through April 2006

M. Bacot advised Commissioners that the Finance Committee spent their last meeting reviewing the FY05-06 year-to-date budget and estimating actual expenses by year end. The committee suggests that Commissioners use these detailed actuals as a reference when viewing the proposed FY06-07 budget. J. Gallelo added that the new budgeting format reports not only grant amounts but staff time and operating expenses allocated to each program. Reporting in this fashion gives one a real sense of what it costs for each program to run and provides for better accountability. She added that the line item for administrative costs still exists for tasks that are not program specific.

Receive Treasurer's Report of FY05-06 Revenue and Expenses through April 2006

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

Approve FY06-07 Budget

MOTION: J. Ayala **SECOND:** K. Villegas Motion carries unanimously.

Item 11: Special Project Applications

J. Gallelo reported that the Commission received more special project applications than funding allowed. She provided commissioners with an overview of the review panel's recommendations stating that the Woodland Joint Unified School District project did not score high enough to be considered for funding and although both the Explorit Science Center and the Yolo Family Service Agency received qualifying scores they were outscored by the applications recommended for funding.

J. Ayala announced that he must abstain from conversation and the vote pertaining to the applications submitted from YCOE. As a result, commissioners decided to vote on the recommendation for this application separately.

Lupita Ochello spoke on behalf of the Yolo County Food Bank and told Commissioners how excited they were about being recommended for funding. She noted that there was

an error in the leveraging amount listed on the application and stated that the total leveraging amount is from CA Nutrition Network.

Cathy Wicks from RISE, Inc. commented on its behalf stating that they are pleased to be recommended for funding. She added that the proposal emerged from the efforts of the collaborative network that was established in their region as a result of past First 5 Yolo funding.

Holly Pauls, a School Nurse and Healthy Start Coordinator for the River Delta Unified School District, addressed commissioners on their proposal for funding. She stated that they have been doing outreach to all communities from Southern West Sacramento to the Antioch bridge and are happy to have the support to be able to expand their outreach efforts in Yolo County. A. Haro from Migrant Education reported that their program collaborates closely with Healthy Start, that they are present in several districts and have the benefit of a staff person dedicated to providing transportation for families.

W. Roundtree addressed commissioners on behalf of the Yolo County Office of Education. She stated that their current funding has strict utilization requirements that limit its use. The funding awarded by the Commission will enable their organization to hire a staff person to assist in rolling out their “Steps to Success” program. They plan to think creatively about funding to support their goal to have a quality family literacy program.

Jim Rodgers addressed commissioners on behalf of the Yolo Family Service Agency (YFSA) with support from Sara Galleti from SADVC. He stated his disappointment in the review panel’s decision not to recommend the project. The Parent-Child Interactive Therapy (PCIT) program has been a successful addition to the therapeutic world. The one time funding from First 5 would have enable the program to train therapists to implement PCIT and promote growth in their current program.

Commissioners discussed the proposal from YFSA and made suggestions regarding collaborating with public agencies to increase access, program sustainability, and future opportunities for funding. H. Thomson advised I. Rodriguez and J. Gallelo to work with YFSA and ADMH to seek out possible solutions.

Approve Special Project Applications for Yolo County Food Bank – Expanded Movable Market; RISE – Early Literacy Program and River Delta Unified School District – Healthy Kids in Clarksburg as recommended by the review panel.

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

Approve Special Project Application for YCOE Head Start – Steps to Success as recommended by the review panel.

MOTION: B. Hinton **SECOND:** I. Rodriguez **ABSTAIN:** J. Ayala
Motion carries.

Item 12: Letter of Support for West Sacramento Fluoridation Project

B. Hinton reported that the West Sacramento Fluoridation Project is the culmination of a \$5,000 grant from the Commission to the Sacramento Dental District. She stated that advocates have been working on getting at least one community fluoridated and West Sacramento, having only one water source, was the most reasonable choice. There have been lots of interest and support in this community and the issue is going to the City Council.

Approve letter of support for the West Sacramento Fluoridation Project.

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

Item 13: Human Resource Chapters of Policies and Procedures Manual

J. Gallelo reported that staff has finished the remaining chapters of the Policies and Procedures Manual that included the Human Resource Policies and Procedures. She stated that many of the policies were adopted from those of the County.

Approve the Human Resource Chapters of the Policies and Procedures Manual.

MOTION: J. Ayala **SECOND:** B. Hinton Motion carries unanimously.

Item 14: CHI Update

J. Gallelo provided Commissioners an update on the Children's Health Initiative and Healthy Kids Program. She informed Commissioners that the data presented in the utilization summary report was not "real time" due to the lag time between patient visits and Partnership entering the data into their system. The data for the preceding month is incomplete awaiting the submission of claims from providers.

Commissioners asked whether a standard or acceptable utilization average exists to compare the utilization data. Commissioners agreed that each child should utilize at least one visit per year and it is up to PHP to make sure that it happens.

S. Rock advised Commissioners of some of the challenges of enrolling children ages 0-5. She stated that the cap on enrollment of 6 – 18 year olds have affected families who do not want to split coverage for their kids. She added that outreach to farm workers is difficult during active seasons. The most productive outreach included sending flyers home with children at the schools and her agency currently does enrollment at three school sites. She acknowledged that the CHI HICC committee has been meeting regularly and that a data collection tool has been developed.

Item 15: Executive Director Report of Staff Activities

J. Gallelo gave a brief update on staff activities. She stated that the school readiness program is waiting to finalize their logic models and that the Washington USD has enough children to implement three "Jump Start" programs. She stated that the UP4WS Advisory Committee continues to do lots of work and that the disappointment of Prop 82 did not have a great effect on Power of Preschool efforts. She invited Commissioners to attend a demonstration of COMPASS - a universal application and data tracking system program, at the June 21st CHI meeting. COMPASS could potentially be a cost-saving alternative to One-e-app.

Item 16: Commissioner's Reports

D. Stromgren announced that Commissioner S. Allen and herself continue to work with the Davis Unified School District. They met with a representative from Assembly member Lois Wolks office in efforts to retain 30 child care slots in Davis. She stated that there is still a big need in Davis. The program was under utilized and no efforts had been made in the past to assess and address the needs/challenges facing this community. She reported that childcare fared well in the budget with upgrades and increased reimbursements to providers.

B. Hinton announced that she had split Dr. Samrina Marshall's position into at least 2 positions and that one of them has been hired. Dr. Cauldwell will work two days/week at CCS and one day at the Health Dept. MCAH program. She stated she was able to tour the new building that will house ADMH and the health department and includes expanded and upgraded lab services.

K. Villegas reported that the CHI is going well. The next fundraiser "Oktoberfest" will be held October 19, 2006. The YCCA had great candidates apply for the grant writer position and interviews are underway.

H. Thomson advised Commissioners that I. Rodriguez must be replaced. She added that staff believes having DESS serve on the Commission would be beneficial. With the consent of Commissioners at the July meeting, she asked that J. Gallelo prepare a letter for the BOS.

Item 17: Summer Meeting Schedule

J. Gallelo advised Commissioners that a July meeting will be necessary to discuss proposed contract changes for FY06/07. There will be no August commission meeting.

Adjournment

The meeting adjourned at 5:40 PM. The next Commission meeting will be held July 12, 2006 at 3:00 pm.