

**FIRST 5 YOLO**  
Commission Meeting Minutes

September 12, 2007

The First 5 Yolo Children and Families Commission met on the 12<sup>th</sup> day of September, 2007 at the First 5 Yolo office at 403 Court Street, Woodland, California at 10:00 a.m.

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

**Staff in Attendance:** Julie Gallelo, LaTina Price, Regan Overholt, Donna Elmore, Jackie Hausman, Elena Enriquez

**Public in Attendance:** R. Townsley (R&R), A. Kelley (CommuniCare), A. Elliot (PMC), K. Flint (PMC), P. Stansbery (DCN), W. Roundtree (YCOE), C. Wright (DCN), L. Aldrete (ACS Quantum), L. Yates (ACS Quantum)

Item 1: Call to order

Chair called the meeting to order at 10:00 am.

Item 2: Roll Call

Item 3: Approval of Agenda

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

**MOTION:** S. Allen                      **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

***Approve agenda items 5 – 8.***

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

Item #9: Community Mini-grant Applications

Commissioners discussed community mini-grant applications and requested clarification on differences between the West Sacramento Friends of the Library project and a similar project previously funded. Staff reported that the mini-grant is to serve the population of West Sacramento families with babies 0 – 18 months and is a project modeled after the Winters Friends of the Library’s “Babies Need Books” program that was a previously funded by First 5 Yolo.

Commissioners stated their hopes that the funding of the Smoke-free park signs will help address problems with young adults smoking in the parks.

***Approve funding the community mini-grant applications from the West Sacramento Friends of the Library “Books for Babies” program and the YUFASTAR “Smoke Free Park Signage” in the amount of \$2,500 each.***

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

Item #10A: CHI QA Recommendation to fund CommuniCare Expansion of dental services.

The CHI Quality Assurance Committee has developed recommendations in support of its priority areas for use of QA funding. The recommendation to fund an expansion of the Smile Savers program run by CommuniCare Health Centers would bring treatment to where the kids are. The expansion would provide oral health outreach at each of the five Head Start sites in Yolo County three times during each year and at the RISE, Inc. early childhood program. Services would include oral health screening, assessment, referrals, fluoride varnish application and education. The funding would also provide for Saturday dental clinics to be conducted twice during the year at three sites to provide oral health screenings and assessments and fluoride applications to children 0 – 5. A dentist and dental hygienist will be on site to provide services along with CAA’s who will offer enrollment assistance to families with uninsured children.

***Approve recommendation to allocated \$25,000 per year for three years from Quality Improvement funds to contract with CommuniCare Health Centers to expand Smile Savers Program to reach children ages 0 – 5.***

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

Item #10B: CHI QA Recommendation to fund Early Mental Health Needs & Services Assessment.

CHI QA Committee has recommended funding an Early Mental Health Needs Assessment for Yolo County. This type of needs assessment has not been performed previously for this population. The assessment would identify existing resources, service providers, and gaps in services as well as develop recommendations for strategies and interventions. The QA Committee is hoping to have the assessment conducted by the commission’s December strategic planning retreat so that a draft document will be available for the commission’s review and inclusion.

***Approve recommendation to allocate \$20,000 of Quality Improvement funds to hire a consultant to conduct a Early Mental Health Needs and Services Assessment for Yolo County.***

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

Item #10C: CHI QA Recommendation to fund FQHC Consultant

CHI QA Committee has recommended providing funding for the hire of a FQHC Dental Consultant to provide technical assistance to CommuniCare Health Centers to develop a business plan to expand the capacity of their dental clinics for pediatric care. Currently, CommuniCare has several dental operatories that are not being used during the week. Filling these spaces would help to insure that children referred to services will be seen

more quickly. The FQHC would serve to help strategize how to optimize services and improve the payor mix of the patients they serve.

***Approve recommendation to allocate \$10,000 from Quality Improvement funds to develop a contract with CommuniCare Health Centers to hire a FQHC Dental Consultant to develop a business plan to expand capacity of the clinic's pediatric dental services.***

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

Item #11: Vistalogic Contract for Universal Application System

M. Smith from Social Entrepreneurs was introduced as the outside consultant hired by the commission to conduct an in-depth evaluation of each of the three prospective universal application systems. He presented commissioners with his findings from researching, interviewing and evaluating each of the vendors and their systems. Based on the commissions priorities and system requirements of its universal application system the recommendation was to award the contract for the web-based universal application system to Vistalogic. His recommendations included that First 5 Yolo have a local project coordinator and structure for on-going training. M. Smith provided commissioners with a list of recommendations regarding items and language that should be included in the contract should the commission award funding.

The commission advised staff to look into how First 5 Yolo could benefit from being the beta sight for this universal application during contract negotiations.

Commissioners thanked M. Smith for his expertise.

***Approve contract with Vistalogic, Inc. for \$50,000 for FY07-08 to implement a Universal Application System. Executive Director to negotiate contract.***

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

Item #12: Contract with Yolo County Children's Alliance

Commissioner K. Villegas recused herself from discussion and voting on this matter.

J. Hausman on behalf of the Children's Health Initiative, requested that unspent premium dollars be redirected towards augmenting the current contract with the Yolo County Children's Alliance (YCCA) for health insurance outreach, enrollment, retention, and utilization (OERU). The additional funding would fund more CAA time to help roll out the Universal Application System and increase staff time for the staffing of the toll-free number. She added that to date, First 5 Yolo processed Healthy Kids applications and now the YCCA will process these applications for children 0 – 5 in addition to the 6 – 18 so that all applications are being processed by the agency.

J. Gallelo reported that county counsel confirms that awarding the additional funds to this contract will not be supplanting state OERU money no longer being funded. No activities supported by the additional funding were activities in the state grant. These are all new activities to support the Commissions work.

***Approve contract with Yolo County Children's Alliance in the amount of \$37,812 to increase staffing to implement Universal Application System to centralize Healthy Kids Application Processing, and to operate the toll-free hotline.***

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

Item #13: UP4WS Evaluation Plan Update

P. Stansbery, of the Davis Consultant Network, presented the first of three presentations to the Commission on its local evaluation plan. His presentation on the Universal Preschool for West Sacramento program included background information on the programs beginning and its organizational structure, an evaluation of child outcomes and program quality measures and data analysis of aggregate DRDP scores.

Commissioners recognized that Yolo County is at the forefront in a lot of different areas and the UP4WS is one of them. Commissioners thanked all partners involved in the program.

Item #14: Executive Director Report of Staff Activities

J. Gallelo gave an overview of staff activities for the month of August. She reported that the data collection phase of the strategic planning process is complete and announced the dates for the commissions' strategic planning retreats. She noted that regular commission meetings will be held in October and November while the December 14<sup>th</sup> and January 11<sup>th</sup> retreats will be held from 9:00am – 2:00pm at the Woodland Community Center and Rumsey Fire Department respectively.

Item #15: Commissioner Reports

S. Heitman announced her excitement for the school district in Esparto for having P. Miller on the school board. She reported that the Taste of Capay will be held on October 21, 2007.

P. Miller reported that K. Villegas and she have been working on Foster Parent recruitment activities. Thirty-second PSA's are to run in many places embracing the motto, "If not you, then who?" Articles with kids discussing the importance of family and families talking about their fears around becoming foster parents are posted on the FKCE website.

K. Villegas announced that the YCCA has hired a fund developer for the Foster Care, CHI, and Child Abuse programs.

H. Thomson reported that the Board of Supervisors agreed to pay up to \$100,000 from tobacco funds to support health insurance OERU efforts in Yolo County.

Adjournment

The meeting adjourned at 6:00 p.m. The next Commission meeting will be held October 10, 2007 at 3:00 p.m.