

COMMISSION MEETING
August 14, 2018 – 5:30-7:30pm
601 Texas Street, Conference Room B, Fairfield, CA 94533

CALL TO ORDER / SALUTE TO THE FLAG

I. Public Comment

Information

This is the opportunity for members of the public to address the Commission on matters not listed on the Agenda that are otherwise within the subject matter jurisdiction of the Commission. Please submit a Speaker Card and limit your comments to 3 minutes.

II. Consent Calendar (5 min)

Action

- A. Approve the August 14, 2018 Commission Meeting Agenda
- B. Approve the June 5, 2018 Commission Meeting Minutes

III. Vallejo First 5 Center (25 min)

Discussion

Discussion of key decision points in the site selection of the Vallejo First 5 Center
Lorraine Fernandez, Program Manager; Megan Richards, Deputy Director

IV. Committee Reports (50 min)

Action

- A. Program and Community Engagement Committee (Commissioner Ayala)
 - 1. Receive a report on immigration issues and the separation of families in Solano County
Juanita Morales, Program Manager; Ana Dineen, Voces Unidos; Jeannette Zanipatin, Mexican-American Legal Defense Education Fund (MALDEF)
 - 2. Receive an update on the roll out of the 2018-2023 Program Investment Plan
Megan Richards, Deputy Director

- B. Systems and Policy Committee (Commissioner Huber)
Consider approval of the revised Committee Structure and Commissioner Job Description

Michele Harris, Executive Director

V. Executive Director's Report (10 min)

Information

Michele Harris, Executive Director

VI. Commissioner Remarks (5 min)

Information

VII. Future Agenda Items, Meeting Time/Date/Location (5 min)

Information

The next Commission meeting will be held on October 2, 2018 at 5:30PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: Annual Report Submittal to First 5 California, Annual Audit, Committee Reports

ADJOURN

Vision: All Solano County children are loved, healthy, confident, eager to learn, and nurtured by their families, caregivers and communities. **Mission:** First 5 Solano Children and Families Commission is a leader that fosters and sustains effective programs and partnerships with the community to promote, support and improve the lives of young children, their families and their communities.

The First 5 Solano Children and Families Commission does not discriminate against persons with disabilities. If you require a disability-related modification or accommodation in order to participate in the meeting, please call (707) 784.1332 at least 24 hours in advance of the meeting to make arrangements. Non-confidential materials related to an item on this Agenda submitted to the Commission are available for public inspection at the First 5 Solano business office, 601 Texas Street, Suite 210, Fairfield, CA during normal business hours.

**First 5 Solano Children and Families Commission
Commission Meeting**

June 5, 2018, 5:30 PM – 7:30 PM
601 Texas Street, Fairfield, CA

Minutes

Commissioners present: Erin Hannigan (Exited 6:30PM), Jerry Huber, Marisela Barbosa, Jennifer Barton, Aaron Crutison, Nicole Neff (Arrived 5:37PM)

First 5 Solano Staff present: Michele Harris, Megan Richards, Gene Ibe, Lorraine Fernandez, Juanita Morales, Andrew Boatright

Members of the public present: Emily Drake (Learning for Action), Mark Mora (Fighting Back Partnership), Dr. Brenda Tucker (Fighting Back Partnership), Debbie Peralez (Child Start Inc.), Dinora Corrie (Fighting Back Partnership)

Chair Hannigan called the meeting to order at 5:30pm

I. Public Comment

II. Consent Calendar

A. Approve the June 5, 2018 Commission Meeting Agenda.

Motion: Approve the Commission Meeting Agenda for June 5, 2018.

**Moved by Commissioner Barton; Seconded by Commissioner Huber
Approved 6-0-0**

Yea: Commissioners Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

B. Approve April 11, 2018 Commission Meeting Minutes

Motion: Approve the Commission Meeting Minutes for April 11, 2018

**Moved by Commissioner Barton; Seconded by Commissioner Neff
Approved 6-0-0**

Yea: Commissioners Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

III. FY2018/19 Annual Grant Allocations of Funding

Megan Richards reviewed the Annual Grant program and gave a brief description of each grant application submitted for 2018-05 Annual Grants under consideration for funding.

Ms. Richards noted that staff would be bringing back a plan to the commission on how to utilize the remaining funds of over \$80,000 in the annual grants program.

Commission discussed Solano Community College's application, staff noting 18 students are funded with the aim to increase graduation rates; Solano Community College leveraging AB212 funding for any difference needed. Commission asked which agencies turned in applications that did not meet application requirements; staff listed. Commission commented that Planned Parenthood of Northern California and Seneca Family of Agencies application was a small amount for housing; staff clarified that the amount reflects housing support related funding rather than stable housing outright.

Consider approval of allocations of funding of up to \$119,861 for FY2018/19 Annual Grants in response to Request of Applications 2018-05 as follows:

- a. Up to \$10,000 to Child Haven to implement a program to provide full psychological testing for children ages 2-5 who are not progressing with current treatment
- b. Up to \$10,000 to Care for Em to provide emotional self-regulation classes for children and parents
- c. Up to \$20,000 to Solano Community College to provide wage reimbursement stipends to students attending early learning practicum courses to become early learning teachers
- d. Up to \$20,000 to Child Start, Inc. to provide Foosteps2Brilliance early learning technology in Head Start classrooms
- e. Up to \$19,861 to Planned Parenthood of Northern California to provide housing and food security for transitional age youth with young children
- f. Up to \$20,000 to Seneca Family of Agencies to provide housing and food security for transitional age youth with young children
- g. Up to \$20,000 to City of Suisun Rec Department to install a splash pad at Heritage Park

Motion: Approve allocations of funding of up to \$119,861 for FY2018/19 Annual Grants in response to Request of Applications 2018-05 as follows:

- a. Up to \$10,000 to Child Haven to implement a program to provide full psychological testing for children ages 2-5 who are not progressing with current treatment***
- b. Up to \$10,000 to Care for Em to provide emotional self-regulation classes for children and parents***
- c. Up to \$20,000 to Solano Community College to provide wage reimbursement stipends to students attending early learning practicum courses to become early learning teachers***
- d. Up to \$20,000 to Child Start, Inc. to provide Foosteps2Brilliance early learning technology in Head Start classrooms***
- e. Up to \$19,861 to Planned Parenthood of Northern California to provide housing and food security for transitional age youth with young children***
- f. Up to \$20,000 to Seneca Family of Agencies to provide housing and food security for transitional age youth with young children***

g. Up to \$20,000 to City of Suisun Rec Department to install a splash pad at Heritage Park

Moved by Commissioner Barbosa; Seconded by Commissioner Neff

Approved 6-0-0

Yea: Commissioners Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

IV. Committee Reports

A. Program and Community Engagement

No meeting

B. Systems and Policy Committee

1. Consider approval of an allocation of up to \$60,000 to Fighting Back Partnership to continue Family Support Services in Vallejo from July-December 2018

Gene Ibe reviewed the family support services that Fighting Back Partnership (FBP) is currently providing in Vallejo; staff is recommending an extension of services for FBP's contract until the opening of the First 5 Center, the projected opening date being late 2018 or early 2019.

Motion: Approve an allocation of up to \$60,000 to Fighting Back Partnership to continue Family Support Services in Vallejo from July-December 2018

Moved by Commissioner Crutison; Seconded by Commissioner Barbosa

Approved 6-0-0

Yea: Commissioners Barbosa, Barton, Crutison, Hannigan, Huber, Neff

Nay: None

Abstain: None

2. Receive an update on the state and federal budget and its potential impacts on children and families

Commissioner Huber presented information regarding the budget for California and Solano County's standing in relation to cuts and requirements for specific clients served touching multiple H&SS programs.

The Commission discussed immigration issues at the federal level, and the many stories in the media about families being separated from children. Several commissioners asked about the local impacts that are being seen in Solano. Staff suggested that an expert on immigration issues could be brought to the next commission meeting to help the commission understand the local impacts of the

federal immigration issues. The commission agreed that an expert on immigration issues should come to the next meeting,

Commissioner Hannigan exited.

V. Nonprofit Capacity Assessment Findings

Emily Drake, Managing Director, Learning for Action, presented findings for the Nonprofit Capacity Assessment Findings. Ms. Drake described the defining features of nonprofit capacity to be seven core capacities with Vision & Impact at its center, the other six being governance and leadership, program delivery, resource generation, internal operations and management, evaluation and learning, and strategic relationships. Ms. Drake explained that having a vision and impact model is a requisite base for nonprofit organizations to find success in all other areas identified in the model as well as make decisions regarding programs, staff, board, and financial decisions.

Commission asked that “Solano County nonprofits” be changed to “nonprofits who serve in Solano County” to make it clear the distinction clear between those nonprofits based in Solano County and those not based in Solano County.

Ms. Drake noted the three capacity building areas that have the highest need and highest potential impact for a capacity building intervention are: Vision and Impact Model, Evaluation and Learning, and Governance and Leadership. Each of the 3 areas were expanded upon with the focus of gaining the ability to change organizations with an intervention.

Ms. Drake noted an upcoming meeting for a nonprofit capacity building information learning session on June 27, 2018 in Conference Room A of the County Events Center, Fairfield, CA 94533.

VI. Executive Director’s Report

Ms. Harris announced a submission to California State Association of Counties (CSAC) regarding the LFA nonprofit capacity study/findings. Ms. Harris also noted that Genentech has decided to include Solano County in their funding area for an upcoming ACES grant opportunity. Ms. Harris noted the Callison Family Foundation, also changed to include Solano County as a funding area, resulting from the Northern California Grantmakers meeting held by First 5 Solano. Ms. Harris spoke about Pre-K academies starting soon and that commissioners could contact Juanita Morales for information about visiting sites.

VII. Commissioner Remarks

Commissioners congratulated Commissioner Barbosa on her future ventures and thanked her for her service as a Commissioner.

Commissioner Neff shared information about the group Parents Supporting Parents, including a KUIIC interview, fundraising with Team Dixon and Team Vacaville year-round activities, also noting an event to benefit children with special needs in Solano County on September 22nd at Yin Ranch.

VIII. Future Agenda Items

The next Commission meeting is scheduled for August 14, 2018 at 5:30 PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: Committee Reports, Nonprofit Capacity Assessment Findings

Adjourn

Chair Hannigan adjourned the meeting at 7:48 PM.

Andrew Boatright, Office Assistant III

Approved:

DATE: August 9, 2018
TO: First 5 Solano Children and Families Commission
FROM: Lorraine Fernandez, Program Manager
SUBJ: **Vallejo First 5 Center**

Item III: Discussion of Key Decision Points in the site selection of the Vallejo First 5 Center

In December 2017, the First 5 Solano Commission adopted the 2018-2023 Program Investment Plan, which targeted Family Support services to the highest risk communities of Vallejo and Rio Vista. Since then, First 5 Solano staff has been planning for a First 5 Center in Vallejo, including identifying potential locations, program design, recruiting partner agencies, and identifying additional funding.

Staff have identified a viable site for the Vallejo First 5 Center in the area identified as the highest risk. As part of the next steps, staff is seeking feedback from the Commission on options for negotiating the lease, including the space planning and tenant improvements.

Space Selection Background:

At the Commission October 2017 retreat, the Commission gave direction on several funding decisions for incorporation into its Program Investment Plan. One of those decisions was to provide up to \$300,000 to focus family support services in Vallejo. The Commission supported staff seeking additional funding partners for a First 5 Center to be located in the high-risk zip codes of Vallejo; this center would support services that crossed the Commission's strategic plan priorities. Since that time, staff have been working on multiple aspects of the Vallejo First 5 Center, including site selection. The goal of the site selection was to find a suitable location within the high-need census tracts within the 94590 zip code, as identified by the Solano Risk Factors report and Vallejo Hot Spots by Census Tract report.

In November, 2017, staff began making inquiries regarding potential sites. The criteria for the site selection activity was to find a suitable location with appropriate zoning requirements for the proposed use in the high-need census tracts. Staff engaged the services of Fred Sessler, an experienced commercial real estate broker in Vallejo. Mr. Sessler informed staff that commercial space in the geographic area was limited, and that the core of Vallejo downtown had limited options due to the city's recently updated zoning requirements.

Staff also met with the Vallejo City Unified School District regarding the potential to utilize school space for the First 5 Center. VCUSD was supportive of the project; however, in pursuing this option it was discovered that the school district already had plans for projects that would occupy the suitable spaces located within these high-need census tracts.

In March 2018 a potential building was identified, however upon investigation, it was found the building needed \$7 million in retrofitting to make it suitable for occupancy.

After multiple months of looking for suitable sites, another site was identified. This building fit the site criteria; however, it was determined by the listing broker and Mr. Sessler that based on the current zoning requirements, there was a need to inquire with the City of Vallejo Planning Department to find out if the proposed use for the First 5 Center would be allowed. After three months of discussion with the City of Vallejo, the City issued approval of the proposed use in June 2018.

Initial discussion with Mr. Sessler estimated that the cost of tenant improvements for two activity rooms and three offices and basic improvements (such as new paint) was \$200,000. The Solano County Board of Supervisors approved \$200,000 in tenant improvements through General Fund during the county budget hearings.

Subsequently, staff consulted with Sean Casey, First 5 Contra Costa Executive Director, and with Brent Randall, from LCA Architects-the architect who designed the new First 5 Center in Contra Costa, to discuss best practices and options for floor plans. First 5 Contra Costa has been using the First 5 Center model for over 10 years, with 5 locations operational since 2007. Based on their experience, along with conversations with multiple community partners, staff have taken the following into consideration:

- Open spaces encourage play-based learning by providing children a place to play while parents are working with staff close by in welcoming areas. These open spaces can also provide a respite for families that often do not have other options for places that they can go with their children for enrichment activities and relaxation.
- While open space is critical, it is also necessary to have a few confidential offices for center staff and partner agencies to meet with clients where privacy is needed.
- Maximize the number of activity rooms for classes-these get filled up quickly once the community finds out about the services.
- Additional space is needed for storage, a work/copy room, teacher prep, small conference room.
- Meeting room space is challenging for community partners to find in Vallejo, so any space that could be borrowed when not in use would strengthen the Vallejo resource infrastructure.
- Planning should be done with mid-term and long-term needs in mind.
- A high-quality space can reflect the quality of work and services that families need and deserve.

Based on these considerations, the architect has provided some initial site plans and has estimated the cost of tenant improvements for a fully built out and furnished site will range from \$100 per square foot to \$150 per square foot. The factors that affect the cost include: 1) since the project utilizes public dollars, construction must be at prevailing wage and go through the public bid process; 2) to create a high-quality space, the program design for the First 5 Center has rooms and details above and beyond the standard office space; and 3) the current construction market in the Bay Area has been and continues to experience an acute labor shortage which is significantly driving up costs.

This item brings forward several decision points that will assist staff in negotiating the lease and making decisions about tenant improvements.

Discussion Point #1

Size and Use of Space-Impact on rent and tenant improvements

First 5 Solano staff has been working on developing a proposed space plan for the site and an estimate of tenant improvement costs. The site is large enough that it allows for First 5 Solano to determine the actual amount of square footage needed and lease that amount. The majority of the space is an open floor plan allowing First 5 Solano to customize the space through tenant improvements.

Space planning discussions have involved planning for three functions:

1. First 5 Center Core Services
2. Space for partner agencies to provide on-site services
3. First 5 Solano Administrative Offices

Recommendation: Staff recommend leasing the full amount of space recommended by the architect (7,167 sq/ft) to accommodate these three functions. However, costs for rent and tenant improvements are a consideration in making this decision.

Alternatives:

1. Decrease the amount of leased space by 1,000 sq/ft. This would create an estimated savings \$25,000 annually and \$100,000 tenant improvements. This is not recommended as the annual costs for the larger space are within 10% of the original cost estimate for the rent and could be absorbed with the total center's budget. With decreased space, imperative center functions would need to be decreased. For example, the center would likely need to decrease from 3 to 2 activity rooms and space for partner staff to be onsite would need to be reduced. This will reduce the amount of services that can be provided to families. In addition, as the first of new tenants, First 5 Solano has the opportunity to decide the amount of space needed, but it is anticipated that the remainder of the building will be leased to other tenants and First 5 Solano will not have the opportunity to expand in the future.
2. Decrease the amount of leased space by not moving the First 5 Solano Administrative Offices. This is not recommended as staff believe that it is important to be located in the community in which there is a desired change to encourage relationships, such as creating a relationship with the City of Vallejo. In addition, the administrative offices would have shared meeting space that could be used not only by First 5 Solano, but by community partners. Partner meeting space in Vallejo has been identified as a high need. The administrative offices will also share conference rooms and workroom space and functions (such as a copy room) with the First 5 Center. Lastly, First 5 Solano currently rents the space at 601 Texas St. Cost for rental of the space would be comparable with the only additional cost being for tenant improvements for the build out of the space.

Discussion Point #2

The Lease Process and Options for Lease Terms

First 5 Solano must follow the county process for entering into a lease agreement. First 5 Solano is on the calendar for the August 14, 2018 Board of Supervisors Closed Session to present the request to enter negotiations. During the negotiations, First 5 Solano staff cannot discuss the details of the negotiations, including the property information and proposed lease terms. Once the lease terms are finalized, there will be an item presented at the Board of Supervisors requesting approval of the lease terms before the lease is executed.

Options for Lease Terms: The Commission has allocated funding for the Vallejo First 5 Center for 5 years. Options include:

1. 5 years fixed lease, with an option to renew for 5 years—This fits with the Commission's Program Investment Plan. However, shorter leases give less negotiating power and may result in a higher lease rate. This also gives the opportunity for the landlord to raise the rent after 5 years.
2. 10 years fixed lease—This give the most negotiating power, but will bind the Commission to the space beyond its current Program Investment Plan.

Staff is seeking direction from the Commission on the desired length of the lease.

Discussion Point #3

Options for financing the Tenant Improvements

Based on the recommendations of First 5 Contra Costa and the architect, the cost for tenant improvements could be significant and are currently unknown. As mentioned above, the Board of Supervisors allocated \$200,000 toward basic tenant improvements. Staff are also seeking additional capital grants for tenant improvements. Lastly, lease negotiations will include a tenant improvement allowance from the landlord.

Options for financing additional tenant improvements: It is likely that even with the funding sources above, there will be additional tenant improvement costs. Options to cover these costs include:

1. Up-front payment by First 5 Solano Commission from its reserve fund.
2. Amortize the costs over the length of the lease, added to the base annual rent.

Staff is seeking direction from the Commission on how to finance the tenant improvements.

Next Steps:

Pending approval from the Board of Supervisors to negotiate the lease and direction from the Commission on the lease terms, staff will move forward with negotiating on behalf of the Commission and the County. Staff will return to the Commission with an update at your next meeting in October 2018. Should additional funds be needed beyond what is allocated in the Program Investment Plan, such as additional funds for tenant improvements, staff will bring back a motion at the October 2018 meeting or a Special Meeting, should the allocation be needed before October 2018. The lease agreement will be presented to the Board of Supervisors for approval.

Vallejo First 5 Center Site Selection

First 5 Solano Children and Families
Commission

August 14, 2018



Domain	Comprehensive (the dream)	Support Focus
Location	High poverty area	94590 zip code
Funding	\$600,000, multiple funders	\$300,000 First 5 funding
Program Design	Services across Strategic Plan	Family support activities
Partners	Contractor & co-located partners	One contractor



I want the dream!



Me too!



First 5 Center Core Services
Space for Partner Agencies
First 5 Solano Admin Offices

Open Play Space
Activity Rooms
Client Interview Space
Confidential Offices
Community Meeting Rooms
Copy room, Storage
Nursing Room



3

Recommendation:
Lease 7,167 sq/ft accommodating all functions

Alternative 1: Lease 1,000
sq/ft less space

Pros

Potential Budget Impacts:
Less \$25,000 annually
Less \$100,000 tenant
improvements

Cons

Have to decrease space for
services, including activity
rooms, partner space, play
space, etc

Larger space within 10% of
initial site budget estimate

Ongoing cost can be absorbed in
overall Center Budget

Hard to expand in the future



Recommendation:
Lease 7,167 sq/ft accommodating all functions



**Alternative 2: Don't move First 5 Solano
Administrative Offices**

Pros

Potential Budget Savings-
At similar rate to current
lease, so no annual savings
Approx. \$200,000 in tenant
improvements

Cons

Locating in Vallejo would
facilitate creating
relationships
Community meeting room
Shared workroom space
Comparable ongoing rent

**Options
for Lease
Terms**

**5 Year Fixed, option to
renew:**

- Within Commission's PIP
- Less negotiating power
- Potential raising of rent
after 5 years

10 Year Fixed:

- More negotiating power
- Beyond Commission's PIP



Financing Tenant Improvements

- \$200,000 General Fund toward basic tenant improvements
- Seeking capital grants
- Tenant improvement allowance from the landlord.

Options for financing any additional costs:

1. Upfront payment out of First 5 Solano Commission Contingency/Reserves
2. Amortize the cost over the length of the lease, adding to annual lease cost



Next Steps

- Negotiate Lease!
- Return to Commission for update and any additional allocation of funds
- Present lease agreement to Board of Supervisors for approval



DATE: August 7, 2018

TO: First 5 Solano Commission

FROM: Program and Community Engagement Committee
By: Juanita Morales

SUBJ: Immigration Issues in Solano & Family Separation

Agenda Item IV: Receive a report on immigration issues and the separation of families in Solano County

At its June 5, 2018 meeting, the Commission asked to receive more information on immigration issues and the status of children being separated from their families in Solano. First 5 staff Solano reached out to Ana Dineen, community advocate for Voces Unidos to share her knowledge on immigration issues as related to the separation of families in Solano County. Ms. Dineen presented at the July 19th Program and Community Engagement meeting and provided information as to what is happening at the local level. Miriam Sammartino, Immigration Attorney and Executive Director of Catholic Charities, provided specifics to the Committee related to legal issues surrounding this cause.

Committee Discussion: The Committee engaged in a long discussion about the instances of Immigration and Customs Enforcement (ICE) in Solano and the experience of families when ICE comes to their door. The Committee asked that the same presentation be brought forward to the full Commission, so that the Commission could discuss possible policy-level action.

For this meeting, Jeannette Zanipatin, Legislative Staff Attorney from the Mexican American Legal Defense and Educational Fund (MALDEF) is joining the Commission (instead of Ms. Sammartino) to offer information as it relates to legal issues surrounding immigration and the separation of families.

Attachment A: First 5 Association Sign-On Letter

via electronic mail

June 7, 2018

The Honorable Kirstjen M. Nielsen
Secretary
U.S. Department of Homeland Security
3801 Nebraska Avenue, NW
Washington, DC 20016

**Renewed Appeal from Experts in Child Welfare, Juvenile Justice and Child Development
to Halt the Separation of Children from Parents at the Border**

Dear Secretary Nielsen:

We represent 540 organizations from all 50 states, the District of Columbia and Puerto Rico that have well-recognized expertise in the fields of child welfare, juvenile justice and child health, development and safety. We first sent this letter to you on January 16, 2018 and resubmitted the letter on January 23, 2018 to include additional organizations. Since then, DHS implemented a systematic practice of separating children from their parents—as many as 658 children in just two weeks in May 2018¹—and our ranks grew by more than 300 organizations.

We write again today, after the formal implementation of practices to separate immigrant families, to renew our shared concern that your agency is harming children by taking them from their parents to deter or punish parents and children who come to our border seeking protection. The separation of children from their parents to deter migration, or to punish migration, will have significant and long-lasting consequences for the safety, health, development, and well-being of children. We therefore urgently request that the Administration reverse course on its practice of separating families at the border.

Countless reports have documented that these families are fleeing persecution and violence in their countries, and come here seeking protection. While many come from Central American countries, the parents and children arrive at our border from all over the world, including countries in Africa, the Caribbean, South America, Asia, the Middle East and Europe.

Since early May, DHS in collaboration with the Department of Justice has routinely separated immigrant children from their parents and families. Parents may be placed in adult immigration detention centers and/or summarily deported, while their children are transferred to the custody of the Department of Health and Human Services (HHS) in facilities across the country—as far away as Illinois, Washington, New York, Florida, and Michigan. HHS bears the responsibility of caring for the traumatized children and finding suitable, alternative caregivers.

¹ See Testimony of Richard Hudson, Deputy Chief of Operations Program for Customs and Border Protection (CBP) before Senate Judiciary Committee, May 23 (2018), available at <https://www.judiciary.senate.gov/meetings/tvpra-and-exploited-loopholes-affecting-unaccompanied-alien-children>.

The children could remain in government care for months or more than a year, during which time the continued separation from their parents would compound their trauma and the time it would take them to recover and return to a trajectory of good health and normal development. Nor does it make any sense to require the children to participate in a formal legal proceeding about their immigration case while separated from the parent who brought them here, who may have critical information—or the only information—about the child’s claim for protection.

There is overwhelming evidence that children need to be cared for by their parents to be safe and healthy, to grow and develop.² Likewise, there is ample evidence that separating children from their mothers or fathers leads to serious, negative consequences to children’s health and development.³ Forced separation disrupts the parent-child relationship and puts children at increased risk for both physical and mental illness. Adverse childhood experiences—including the incarceration of a family member—are well-recognized precursors of negative health outcomes later in life.⁴ And the psychological distress, anxiety, and depression associated with separation from a parent would follow the children well after the immediate period of separation—even after eventual reunification with a parent or other family. We are deeply concerned that recent agency actions institutionalize such harm by taking children from their parents as a matter of policy.

Family unity is a foundational principle of child welfare law. In order to grow and develop, children need to remain in the care of their parents where they are loved, nurtured and feel safe. Thus parents’ rights to the care and custody of their children are afforded particularly strong protection under the U.S. Constitution.⁵ While parent-child relationships are generally the province of state law, federal law also recognizes the principle of family unity by providing strong incentives for states to keep children with their parents and to provide services to families to prevent separation and maintain family unity.⁶ The administration’s current policies and practices eviscerate that principle.

² See, e.g., American Psychological Assn, *Parents and Caregivers are Essential to Children’s Healthy Development*, available at <http://www.apa.org/pi/families/resources/parents-caregivers.aspx>.

³ See, e.g., Sankaran, Vivek, Church, Christopher, “Easy Come, Easy Go: The Plight of Children Who Spend Less than 30 Days in Foster Care,” 19 U. Pa. J. L. Soc. Change 207 (2017) (identifying harms to children arising from even short-term separation from a parent’s custody as a result of state action); and Zayas LH, Aguilar-Gaxiola S, Yoon H, Rey GN, “The Distress of Citizen-Children with Detained and Deported Parents,” J. Child & Fam. Studies, 2015; 24(11):3213-3223 (the arrest and separation of parents “serve[s] only to complete the trauma, and the certain detrimental impact on the children’s mental health.”).

⁴ See, e.g., Dube SR, Cook ML, Edwards VJ, Health-related Outcomes of Adverse Childhood Experiences in Texas, 2002, *Prev Chronic Dis.*, 2010; 7(3):A52, available at http://www.cdc.gov/pcd/issues/2010/may/09_0158.htm.

⁵ See, e.g., *Santosky v. Kramer*, 455 U.S. 745, 753 (1982) (a parent’s right to the care and custody of her child is a fundamental liberty interest).

⁶ See U.S. Dep’t of Health and Human Services, Children’s Bureau, Child Welfare Information Gateway, *Reasonable Efforts to Preserve or Reunify Families and Achieve Permanency for Children*, (March 2016), available at <https://www.childwelfare.gov/pubPDFs/reunify.pdf> (“Federal law has long required State agencies to demonstrate that reasonable efforts have been made to provide assistance and services to prevent the removal of a child from his or her home.”).

For all of these reasons, we urge you to abandon current policies and practices that systematically separate children from their families absent evidence that a specific parent posed a threat to the safety and well-being of his or her child, as required by the laws of all 50 states. Should you have any questions about the serious concerns raised in this letter, or wish to respond to us directly, please contact MaryLee Allen, Director of Policy, Children's Defense Fund at mallen@childrensdefense.org.

Sincerely,

National Organizations

Academic Pediatric Association
Adopt America Network
Adoption Exchange Association
Alliance for Early Success
Alliance for Strong Families and Communities
American Academy of Pediatrics
American College of Physicians
American Pediatric Society
American Psychological Association
Association of Children's Residential Centers
Association of Medical School Pediatric Department Chairs
Boys Town
BUILD Initiative
Campaign for Youth Justice
Casa de Esperanza: National Latin@ Network for Healthy Families and Communities
Center for Children's Law and Policy
Center for Law and Social Policy (CLASP)
Center for the Study of Social Policy
Center on the Developing Child at Harvard University
Child Care Aware of America
Child First, Inc.
Child Welfare League of America
Children and Family Futures
Children's Advocacy Institute
Children's Defense Fund
Children's Law Center
Children's Home Society of America
Coalition for Juvenile Justice
Community Catalyst
Dave Thomas Foundation for Adoption
Division for Early Childhood of the Council for Exceptional Children
Disability Rights Education & Defense Fund
Dorothy Day Catholic Worker
Every Child Matters
Every Mother is a Working Mother Network
Family Focused Treatment Association

Family Voices
Field Center for Children's Policy, Practice & Research
First Focus
First Star Institute
Foster Care Alumni of America
FosterClub
Futures Without Violence
Generations United
Georgetown University Center for Children and Families
Girls, Inc.
HEAL Trafficking
Healthy Teen Network
Institute for Child Success
Jim Casey Youth Opportunities Initiative
Justice Policy Institute
Juvenile Law Center
MomsRising
National Alliance of Children's Trust Funds
National Asian Pacific American Women's Forum
National Association for Children's Behavioral Health
National Association for the Education of Young Children
(NAEYC)
National Association of Counsel for Children
National Association of Pediatric Nurse Practitioners
National Association of Social Workers
National Center for Child Abuse Statistics & Policy
National Center for Housing and Child Welfare
National Center for Parent Leadership, Advocacy, and Community
Empowerment National Center for Youth Law
National Center on Adoption and Permanency
National Coalition Against Domestic Violence
National Crittenton Foundation
National Domestic Violence Hotline
National Family Preservation Network (NFPN)
National Indian Child Welfare Association
National Juvenile Defender Center
National Juvenile Justice Network
National Migrant Seasonal Head Start Association (NMSHSA)
National Network for Youth (NN4Y)
National Respite Coalition
National Scientific Council on the Developing Child
National Youth Advocate Program (NYAP)
New America Education Policy Program
North American Council on Adoptable Children
PACER Center
Partnership for America's Children
Pediatric Policy Council

Ray E. Helfer Society
 RISE
 Robert F Kennedy Children's Action Corps
 School Social Work Association of America
 SchoolHouse Connection (SHC)
 Society for Adolescent Health and Medicine
 Society for Pediatric Research (SPR)
 The Children's Village
 The Sentencing Project
 UNICEF USA
 Voice for Adoption
 W. Haywood Burns Institute
 Within Our Reach
 Year Up
 Youth Advocate Programs (YAP)
 Youth Catalytics
 Youth Law Center
 ZERO TO THREE

State and Local Organizations

Alabama

- Alabama Chapter of the American Academy of Pediatrics
- Alabama Institute for Social Justice
- First 5 Alabama
- VOICES for Alabama Children

Alaska

- Alaska Children's Trust
- Northern and Interior Alaska Association for the Education of Young Children (NIAAEYC)
- Northwest Resource Associates
- Presbyterian Hospitality House

Arizona

- A New Leaf
- American Academy of Pediatrics – Arizona Chapter
- Arizona Association for the Education of Young Children (AzAEYC)
- Arizona Coalition to End Sexual and Domestic Violence
- Arizona Council of Human Service Providers

(Arizona continued)

- Arizona Legal Women and Youth Services (ALWAYS)
- Child and Family Resources
- Children's Action Alliance
- Lutheran Social Services of the Southwest
- National Association of Pediatric Nurse Practitioners – Arizona Chapter
- National Council on Alcoholism and Drug Dependence – Phoenix
- Prevent Child Abuse Arizona
- Southern Arizona Association for the Education of Young Children (SAZAEYC)
- Southwest Key Programs

Arkansas

- Arkansas Advocates for Children and Families (AACF)
- Arkansas Association for Infant Mental Health (AAIMH)
- National Association of Pediatric Nurse Practitioners – Arkansas Chapter

California

- American Academy of Pediatrics – California Chapter
- California Association for the Education of Young Children (CAAEYC)
- California Child Care Resource & Referral Network
- California Department of Social Services
- Casa Pacifica Centers for Children & Families
- Children Now
- Children’s Defense Fund – California (CDF-CA)
- Children’s Law Center of California
- Consortium for Children
- County Welfare Directors Association of California
- Family Violence Appellate Project
- Family Voices of California
- First 5 Association of California
- First 5 LA
- Harriet Buhai Center for Family Law
- Hillside
- Interfaith Movement for Human Integrity
- Kids in Common, a program of Planned Parenthood Mar Monte
- Legal Services for Children
- National Association of Pediatric Nurse Practitioners – San Francisco Bay Area Chapter
- OneJustice
- Parent Voices
- San Diego Volunteer Lawyer Program
- Southwest Key Programs
- Sunny Hills Services
- The Children’s Partnership
- The Law Foundation of Silicon Valley
- University of California, Berkeley Center for the Study of Child Care Employment
- VOICES Youth Centers
- Wayfinder Family Services
- Youth Justice Coalition

Colorado

- American Academy of Pediatrics – Colorado Chapter
- Clayton Early Learning
- Colorado Association for Infant Mental Health (COAIMH)
- Colorado Children’s Campaign
- Colorado Office of the Alternate Defense Counsel
- Colorado Office of the Child’s Representative
- Colorado Juvenile Defender Center (CJDC)
- Rocky Mountain Children’s Law Center
- The Adoption Exchange

Connecticut

- All Our Kin
- Center for Children’s Advocacy, Inc.
- Children in Placement – CT, Inc.
- Connecticut Alliance of Foster and Adoptive Families, Inc
- Connecticut Association for Human Services
- Connecticut Early Childhood Alliance
- Connecticut Voices for Children
- National Association of Pediatric Nurse Practitioners – Connecticut Chapter
- National Association of Social Workers (NASW) Connecticut Chapter

Delaware

- American Academy of Pediatrics – Delaware Chapter
- Girls Incorporated of Delaware

Florida

- American Academy of Pediatrics – Florida Chapter
- Florida Health Justice Project
- Florida Policy Institute
- Florida’s Children First
- Heartland for Children
- Legal Aid Society of Palm Beach County, Inc.
- One Hope United
- Sant La Haitian Neighborhood Center
- Southwest Key Programs
- University of Miami School of Law Children and Youth Law Clinic

Georgia

- CHRIS 180
- Families First
- Georgia Early Education Alliance for Ready Students (GEARS)
- Quality Care for Children
- Voices for Georgia's Children

Hawaii

- EPIC ‘Ohana
- Hawaii Association for the Education of Young Children (HIAEYC)
- Hawaii Children’s Action Network (HCAN)

Idaho

- Idaho Association for Infant & Early Childhood Mental Health (AIM Early Idaho)
- Idaho Parents Unlimited, Inc.

Illinois

- A Safe Place
- AIDS Foundation of Chicago
- Allendale Association
- Alternatives, Inc.
- American Academy of Pediatrics - Illinois Chapter
- Arden Shore Child and Family Services
- Bethany for Children & Families
- Beyond the Baby Blues

(Illinois continued)

- Center on Halsted
- Chicago Children's Advocacy Center
- Chicago Survivors
- Children’s Place Association
- Community Behavioral Healthcare Association of Illinois
- Community Crisis Center, Inc.
- Connections for Abused Women and their Children (CAWC)
- Duane Dean Behavioral Health Services
- East Side Aligned
- Elgin Partnership of Early Learning
- Erickson Institute
- Erie Neighborhood House
- Esperanza Health Centers
- EverThrive Illinois
- Family Focus
- Forefront
- Foster Care Alumni of America-Illinois Chapter
- Heartland Human Care Services
- HOPE of Ogle County
- Hoyleton Youth & Family Services
- Illinois Action for Children
- Illinois AfterSchool Network
- Illinois Association for Infant Mental Health (ILAIMH)
- Illinois Association for the Education of Young Children (Illinois AEYC)
- Illinois Association of Early Childhood Teacher Educators (ILAECTE)
- Illinois Association of Rehabilitation Facilities
- Illinois Childhood Trauma Coalition
- Illinois Coalition Against Domestic Violence
- Illinois Collaboration on Youth
- Illinois Head Start
- Illinois Partners for Human Service
- Illinois PTA
- Illinois Public Health Association
- Illinois Public Health Institute
- Instituto del Progreso Latino
- Jewish Child and Family Services
- Juvenile Justice Initiative of Illinois

(Illinois continued)

- Juvenile Protective Association
- Kaleidoscope
- Legal Council for Health Justice
- Leslie Bates Davis Neighborhood House, Inc.
- Loyola University Chicago Civitas Childlaw Center
- Mano a Mano Family Resource Center
- Maryville Academy
- Metropolitan Family Services
- Mid Central Community Action, Inc.
- National Alliance on Mental Illness Chicago (NAMI Chicago)
- National Association of Social Workers (NASW) Illinois Chapter
- One Hope United
- Ounce of Prevention Fund
- Puentes de Esperanza
- Rincon Family Services
- Safe Passage
- Starfish Family Homes
- Stopping Woman Abuse Now (SWAN)
- The Baby Fold
- Thresholds
- Treatment Alternatives for Safe Communities
- Voices for Illinois Children
- Youth Employment Coalition
- YMCA Sauk Valley
- YWCA of Elgin

Indiana

- Family Voices Indiana
- Indiana Association for the Education of Young Children (Indiana AEYC)
- Indiana Division for Early Childhood of the Council for Exceptional Children
- Marion County Commission on Youth, Inc.
- The Villages of Indiana, Inc.

Iowa

- Bethany for Children & Families
- Child and Family Policy Center
- Iowa Association for the Education of Young Children (Iowa AEYC)
- Iowa Coalition Against Domestic Violence (ICADV)
- National Association of Pediatric Nurse Practitioners – Iowa Chapter
- YSS

Kansas

- Alliance for Childhood Education
- Children’s Alliance of Kansas
- El Centro
- Foster Adopt Connect
- Kansas Action for Children
- Kansas Appleseed
- Kansas Association for the Education of Young Children
- Kansas Head Start Association
- Saint Francis Community Services
- United Community Services of Johnson County

Kentucky

- Juvenile Restorative Justice, Inc.
- Kentucky Coalition Against Domestic Violence
- National Association of Social Workers (NASW) Kentucky Chapter
- Omni Visions

Louisiana

- Agenda for Children
- American Academy of Pediatrics - Louisiana Chapter
- Families and Friends of Louisiana’s Incarcerated Children
- Kingsley House
- Louisiana Policy Institute for Children

Maine

- American Academy of Pediatrics - Maine Chapter
- Community Concepts, Inc.
- Helping Hands with Heart
- Maine Association of Psychiatric Physicians
- Maine Children's Alliance
- Maine Community Action Association
- Maine Council of Child and Adolescent Psychiatrists
- Maine Resilience Building Network (MRBN)
- Tri-County Mental Health Services

Maryland

- Advocates for Children and Youth
- Identity, Inc.
- Maryland Family Network
- Montgomery County Department of Health and Human Services

Massachusetts

- Association for Behavioral Health Care
- Children's Law Center of Massachusetts
- Children's Mental Health Campaign
- Citizens for Juvenile Justice
- Committee for Public Counsel Services
- Communities for People (CFP)
- Health Law Advocates
- Lower Roxbury Coalition
- Massachusetts Adoption Resource Exchange
- Massachusetts Association for the Education of Young Children (MassAEYC)
- Massachusetts Law Reform Institute (MLRI)
- Massachusetts Society for the Prevention of Cruelty to Children
- National Association of Pediatric Nurse Practitioners – Massachusetts Chapter
- National Association of Social Workers (NASW) Massachusetts Chapter
- Parent/Professional Advocacy League (PPAL)

Massachusetts

- Strategies for Children (SFC)
- The Children's League of Massachusetts
- Whittier Street Health Center

Michigan

- Heartland Human Care Services
- Methodist Children's Home Society
- Michigan DEC
- Michigan's Children
- National Association of Social Workers (NASW) Michigan Chapter

Minnesota

- AspireMN
- Center for Advanced Studies in Child Welfare at the University of Minnesota
- Children's Law Center of Minnesota
- Minnesota Association for the Education of Young Children & MN School-Age Care Alliance
- Minnesota CEC/DEC
- National Association of Social Workers (NASW) Minnesota Chapter
- North Homes Children and Family Services

Mississippi

- American Academy of Pediatrics - Mississippi Chapter
- Mississippi Coalition Against Domestic Violence (MCADV)
- Mississippi Low Income Child Care Initiative

Missouri

- Alliance for Childhood Education
- American Academy of Pediatrics - Missouri Chapter
- Foster Adopt Connect
- One Hope United

Montana

- Child Care Resources

Nebraska

- National Association of Pediatric Nurse Practitioners – Midwest Chapter (Nebraska)
- PromiseShip
- Saint Francis Community Services
- Voices for Children in Nebraska

Nevada

- ACTIONN
- Children’s Advocacy Alliance
- Community Chest, Inc
- Family to Family Connection, ISD 13
- Foster Change
- Foster Kinship
- Hispanic Caucus
- Make it Work Nevada
- Make the Road Nevada
- Nevada Coalition to End Domestic and Sexual Violence
- Progressive Leadership Alliance of Nevada (PLAN)
- The Foster and Adoption Coalition of Nevada
- The Gay and Lesbian Community Center of Southern Nevada
- The Adoption Exchange
- The Hills Preschool

New Hampshire

- American Academy of Pediatrics - New Hampshire Chapter
- Girls Incorporated of New Hampshire
- New Hampshire Association for the Education of Young Children (NHAEYC)

New Jersey

- Advocates for Children of New Jersey
- Bridges to Learning
- Family Voices New Jersey
- National Association of Social Workers (NASW) New Jersey Chapter
- New Jersey Association for the Education of Young Children (NJAEYC)

New Jersey

- New Jersey Parents Caucus, Inc
- NMCAN
- SPAN Parent Advocacy Network
- The Children 's Home Society of New Jersey

New Mexico

- All Faiths Children’s Advocacy Center
- American Academy of Pediatrics – New Mexico Chapter
- Brindle Foundation
- National Association of Social Workers (NASW) New Mexico Chapter
- New Mexico Voices for Children

New York

- All Our Kin
- American Academy of Pediatrics – New York Chapter 3
- ANDRUS
- Association to Benefit Children
- Bronx Defenders
- Brooklyn Defender Services
- Catholic Charities Community Maternity Services
- Center for Children’s Initiatives
- Center for Family Representation
- Child and Family Services
- Child Welfare Organizing Project
- Children’s Aid
- Children’s Defense Fund – New York
- Citizens' Committee for Children of New York, Inc.
- Coalition for Asian American Children and Families
- Council of Family and Child Caring Agencies
- Forestdale, Inc.
- JCCA
- Jewish Board
- Martin de Porres Group Homes
- MercyFirst
- National Association of Pediatric Nurse Practitioners – Greater New York Chapter

(New York continued)

- New York Association for the Education of Young Children (NYAEYC)
- New York City Administration for Children's Services
- New York State Association for Infant Mental Health
- Northern River Family of Services
- NYCOAC
- Sanctuary for Families
- Schuyler Center for Analysis & Advocacy Southwest Key Programs
- Society for the Care and Protection of Children
- The Children's Agenda
- Women's Housing and Economic Development Corporation

North Carolina

- Alexander Youth Network
- Children First/Communities in Schools of Buncombe County
- Children's Homes of Iredell County, Inc.
- Child Care Services Association
- Monarch
- National Association of Pediatric Nurse Practitioners – North Carolina Chapter
- NC Child
- North Carolina Association for the Education of Young Children (NCAEYC)
- North Carolina Pediatric Society
- Omni Visions
- Southlight HealthCare
- Timber Ridge Treatment Center, Inc.
- YWCA of Asheville

North Dakota

- Family Voices of North Dakota
- Pride Inc., Pride Manchester, Inc., Pride Wilton, Inc.

Ohio

- Advocates for Basic Legal Equality, Inc. (ABLE)
- Children's Defense Fund – Ohio
- Justice for Children Project, Moritz College of Law
- Ohio Association for the Education of Young Children (Ohio AEYC)
- Ohio Domestic Violence Network
- National Association of Pediatric Nurse Practitioners – Ohio Chapter
- The Ohio Division for Early Childhood

Oklahoma

- American Academy of Pediatrics - Oklahoma Chapter
- Oklahoma Association for the Education of Young Children
- Oklahoma Institute for Child Advocacy
- Saint Francis Community Services

Oregon

- Children First for Oregon
- Oregon Pediatric Society
- National Association of Pediatric Nurse Practitioners – Oregon Chapter
- Northwest Resource Associates
- Youth, Rights and Justice

Pennsylvania

- Pennsylvania Association for the Education of Young Children (PennAEYC)
- Pennsylvania Chapter of DEC
- Public Citizens for Children and Youth (PCCY)
- National Association of Pediatric Nurse Practitioners – Pennsylvania/Delaware Valley Chapter
- National Association of Pediatric Nurse Practitioners – Pennsylvania/Three Rivers Chapter
- Support Center for Child Advocates
- Three Rivers Adoption Council
- Trying Together
- Youth Service, Inc.

Rhode Island

- Adoption Rhode Island
- Communities for People
- Rhode Island Association for the Education of Young Children (Rhode Island AEYC)
- Rhode Island Coalition for Children and Families
- Rhode Island KIDS COUNT
- St. Mary's Home for Children

South Carolina

- American Academy of Pediatrics - South Carolina Chapter
- National Association of Pediatric Nurse Practitioners – South Carolina Chapter
- South Carolina Appleseed Legal Justice Center
- South Carolina Association for the Education of Young Children (SCAEYC)
- South Carolina Infant Mental Health Association

South Dakota

- American Academy of Pediatrics - South Dakota Chapter
- South Dakota Association for the Education of Young Children (SDAEYC)
- South Dakota Parent Connection

Tennessee

- Black Children's Institute of Tennessee
- Harmony Family Center
- Nashville Area Association for the Education of Young Children (NAAEYC)
- National Association of Social Workers (NASW) Tennessee Chapter
- Omni Visions
- Tennessee Alliance for Children and Families
- Tennessee Commission on Children and Youth
- Tennessee Justice Center

Texas

- Center for Public Policy Priorities
- CHILDREN AT RISK
- Children's Defense Fund - Texas
- Clarity Child Guidance Center
- National Association of Pediatric Nurse Practitioners – Austin, Texas Chapter
- National Association of Pediatric Nurse Practitioners – Greater Texas Chapter
- National Association of Social Workers (NASW) Texas Chapter
- Saint Francis Community Services
- Southwest Key Programs
- Texans Care for Children
- Texas Association for the Education of Young Children (Texas AEYC)
- Voices for Children of San Antonio

Utah

- Children's Service Society
- The Adoption Exchange
- Utah Association for the Education of Young Children (UAEYC)
- Voices for Utah Children

Vermont

- Let's Grow Kids
- Voices for Vermont's Children

Virginia

- American Academy of Pediatrics - Virginia Chapter
- Legal Aid Justice Center
- Northern Virginia Association for the Education of Young Children (NVAEYC)
- Virginia Association for the Education of Young Children (VAAEYC)
- Virginia Poverty Law Center
- Virginia Sexual and Domestic Violence Action Alliance

Washington

- American Academy of Pediatrics – Washington Chapter
- Children’s Alliance
- Legal Counsel for Youth and Children
- National Association of Pediatric Nurse Practitioners – Washington Chapter
- Northwest Resource Associates
- Partners for our Children
- Treehouse
- Washington State Association of Head Start and ECEAP

West Virginia

- American Academy of Pediatrics – West Virginia Chapter
- TEAM for West Virginia Children
- West Virginia Child Care Association
- West Virginia Coalition Against Domestic Violence

Wisconsin

- American Academy of Pediatrics – Wisconsin Chapter
- AVAIL, Inc.
- Community Referral Agency
- Embrace Services, Inc.
- End Domestic Abuse Wisconsin
- Family Advocates, Inc.
- Haven Inc.
- Kids Forward
- Lutheran Social Services of Wisconsin
- Milwaukee Center for Children and Youth (MCCY)
- One Hope United
- People Against a Violent Environment, Inc. (PAVE)
- Rainbow House Domestic Abuse Services
- Southwest Key Programs
- Stepping Stones, Inc.
- Wisconsin Association of Family & Children's Agencies
- Wisconsin Early Childhood Association

Wyoming

- American Academy of Pediatrics – Wyoming Chapter
- UPLIFT
- Wyoming Afterschool Alliance
- Wyoming Community Foundation

Washington, D.C.

- Children's Law Center
- DC Association for the Education of Young Children (DCAEYC)
- Mary’s Center

Puerto Rico

- Centro Pediátrico de Lactancia y Crianza
- Puerto Rico Association for the Education of Young Children
- Youth Development Institute of Puerto Rico

DATE: August 9, 2018
TO: First 5 Solano Children and Families Commission
FROM: Megan Richards, Deputy Director
SUBJECT: 2018-2023 Program Investment Plan Update

Background:

In December 2017, the Commission approved its 2018-2023 Program Investment Plan (PIP) with \$3.4 million in annual Proposition 10 expenditure, bringing annual expenditure in line with ongoing revenue.

In support of the plan, the Commission approved its FY2018/19 Budget in March 2018, and approved numerous contracts in April and June 2018. This update is to provide the Commission with information on the status of new programs and funding that has not yet been allocated.

Priority 1-Health & Well-Being:

Increase Well-Child Checks-In the Commission's PIP, the Commission allocated \$100,000 annually toward increasing rates of attendance at well-child visits. In April 2018, Megan Richards, Deputy Director, and Gerald Huber, H&SS Director and First 5 Solano Commissioner, met with Partnership HealthPlan of California (Solano's Medi-Cal Managed Care plan), who provided some additional data and potential programmatic solutions to address this issue.

Subsequently, in the FY2018/19 County Budget, \$150,000 in Solano County General Fund dollars was approved for Solano Coalition for Better Health to provide outreach and education services to increase well-baby visits. As these new resources are larger than what the Commission had available, and were not available during the Commission's decision-making process for funding allocation, staff recommend considering reallocating the funding for FY2018/19 and waiting until spring 2019 to consider whether continued funding should also be reallocated. Staff will bring back recommendations through committee.

Developmental Screenings-The Commission is currently co-funding (with H&SS Mental Health Services Act) two contracts (Uplift Family Services and Child Haven) for developmental screenings through home visiting while more universal strategies for screenings are being pursued. Based on some changes within early childhood mental health treatment services, beginning in early FY2018/19, Uplift Family Services will no longer be taking new 0-5 clients for early childhood mental health treatment services and they will focus on services for children ages 6-21. Based on this change, Child Haven will be increasing their early childhood mental health treatment services for ages 0-5.

Because of these changes in treatment services, Uplift Family Services would like to transition their developmental screening contract to Child Haven who is willing to take on the contract.

This can likely be done through a re-assignment of contract and does not need to go back to the Board of Supervisors for approval. Staff will bring any necessary updates to the Commission as this contract transitions.

The Commission had allocated \$300,000 in one-time funding toward implementing a system to conduct universal developmental screenings in community clinics via iPADS. Based on conversations with community clinics, they do not have the capacity to move forward at this time. Staff have been brainstorming on other ways to conduct universal developmental screenings and has met with Women, Infants, and Children (WIC) staff to discuss the possibility of conducting developmental screenings for children receiving WIC. WIC is interested and is currently looking at their resources to determine if they are able to move forward with project planning for implementation.

Triple P Positive Parent Program-Community providers, along with First 5 Solano and Mental Health Services Act staff met in the first Triple P Solano collaborative meeting on July 10. Providers introduced themselves, got to know the other providers within the collaborative, and brainstormed topics for future collaborative meetings.

Triple P trainings have begun: a 2-day Level 2 Training (workshops) was held with 20 attendees; and a 3-day Level 4 Standard Training (individual) was held with 11 attendees. Attendees have about a month to practice their skills and study before their accreditation. Level 3 Training (brief intervention) and Level 4 Group will also both be held later this month. Grantees are beginning to plan for services and most anticipate starting in early fall.

Priority 2-Early Childhood Learning and Development:

Pre-Kindergarten Academies-2018 Pre-K Academies are wrapping up and were once again a success. Of note this year:

- H&SS dental assistants were able to visit a number of academies to conduct dental screenings and provide oral education
- Thanks to a matching grant from Reading is Fundamental, each child was able to take home 6 books to help prepare them for kindergarten and teachers were provided 20 books to keep in the classroom
- Each child received a kit with school basics, such as pencils, crayons, and scissors to start their new school year off right!

Quality Early Learning-Solano County Office of Education (SCOE) continues to implement the IMPACT quality early learning program by providing coaching and other support to early learning sites, including preschools and family childcare homes. Beginning in FY2018/19, using additional



funding from the Commission from the unallocated funds in the PIP, SCOE will be providing training focusing on providing care to children with special needs. In addition, SCOE will be rolling out Raising a Reader at IMPACT sites to encourage early literacy skills.

Priority 3-Family Support and Parent Education:

Triple P Positive Parent Program-This initiative crosses two of the Commissions Priority areas— See update above.

Family Support-Based on the Commission's direction of focusing on the highest risk communities of Vallejo and Rio Vista, staff have worked with Rio Vista CARE to implement family strengthening services in Rio Vista following a one-stop comprehensive approach. In addition, staff are continuing planning for the First 5 Center in Vallejo (See item III). While planning for services in Vallejo, Fighting Back Partnership is continuing services to ensure clients have resources during this gap period.

All Priorities:

Help Me Grow-Help Me Grow Solano is continuing to link families to resources in the community through a centralized information and referral system.

Annual Grants-The seven Annual Grants the Commission allocated funding to in June are underway! Staff look forward to reporting back to the Commission the outcomes of this new program. In addition, staff will be bringing back a recommendation on how to allocate the additional \$80,139 that was not allocated through the Request for Applications process.

Unallocated-In the PIP, the Commission had \$127,000 in unallocated funds and asked staff to come back with a recommendation in the areas of dental, early literacy, and training for providers in care for children with special needs. The latter two are both being provided by SCOE (see update in Priority 2) for a total of \$85,000 annually. The remaining \$42,000 is available for dental supports.

For dental, Solano County H&SS has been undergoing a planning process for new funding that has been provided by Proposition 56 (\$2 tobacco tax initiated in 2017). First 5 Solano staff have been participating and keeping updated in this planning process, with the intent of coming back to the Commission with a recommendation on how to compliment the work that will be done with that funding. However, it is likely that the planning for that funding will not be completed until the end of FY2018/19. Therefore, staff have approached WIC to discuss if there is an opportunity to partner around providing dental services. WIC is very interested in providing something for their clients for dental care. Staff will be reconvening with WIC to discuss what this might look like and will bring back a recommendation to the Commission as appropriate.

Conclusion:

Overall, many of the Commission's initiatives in the 2018-2023 Program Investment Plan are well underway at the start of FY2018/19. Staff will continue to bring updates as new programs are rolling out.

2018-2023 Program Investment Plan Implementation Update

First 5 Solano Children and Families Commission

August 14, 2018



Program Investment Plan
2018 – 2023 Funding Cycle



Approved December 5, 2017

2018-2023 PIP

Category	FY2018/19-FY2022/23 Annual Expenditure
Administration	\$557,000
Data Collection/Evaluation	140,000
Program Staffing and Support	457,000
Internal Programs	92,000
Systems Change	432,000
Priorities 1-3	1,487,000
Annual Grants	235,000
First 5 CA Match	268,000
MHSA Match	600,000
Totals:	\$4,268,000

2018-2023 PIP

Goal	Initiative	Strategies	First 5 Solano	Matching Funds	Total Investment
All	Help Me Grow	Access and linkage to services; family navigation/coordination	120,000	80,000	200,000
P1: Goal 1 & 2	Health	Well-child checkups utilization with a focus on Rio Vista and Vallejo	100,000	-	100,000
P1: Goal 2	Mental Health	Parent education; provider training; mental health treatment	350,000	250,000	600,000
P2: Goal 3	Child Care	IMPACT; Head Start facility	90,000	268,000	358,000
P2: Goal 4	School Readiness	Pre-kindergarten academies	200,000	-	200,000
P3: Goal 5 & 6	Family Support	Parent education; family strengthening programs with a focus on Rio Vista and Vallejo	500,000	150,000	650,000
Unallocated	N/A	TBD	127,000	-	-
Total:			1,487,000	748,000	2,108,000

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Priority 1: Health & Well-Being

• Well Child Checks

- Met with Partnership HealthPlan
- \$150,000 was funded through FY2018/19 County Budget
- Consider reallocation of funds-staff will bring back recommendations for FY2018/19 and beyond



• Developmental Screenings

- Transition FY2018/19 screening contract from Uplift Family Services to Child Haven
- Explore universal developmental screenings with WIC

• Triple P-Positive Parenting Program

- Collaborative has met
- 2 trainings have occurred, 2 more to go
- Services will begin early fall

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Priority 2: Early Learning & Develop- ment

- **Pre-Kindergarten Academies**

- Successful 2018 Pre-K Academies!
- Children benefitted from Reading is Fundamental, oral health visits, and school supplies



- **Quality Early Learning**

- Beck site and IMPACT program continuing
- Adding training for providers on caring for children with special needs
- Target sites for Raising A Reader

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Priority 3: Family Support & Parent Education

- **Triple P-Positive Parenting Program**

- Crosses Priorities-See slide 4

- **Family Strengthening**

- Implemented family strengthening in Rio Vista via Rio Vista CARE
- Planning for First 5 Center in Vallejo
- Gap funding to Fighting Back Partnership to continue services in Vallejo for FY2018/19



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All Priorities

- **Help Me Grow**

- Continuing Help Me Grow Solano



- **Annual Grants**

- Implementing 7 Annual Grants
- Bring back recommendation for remaining \$80,139

- **Unallocated Funds-\$127,000**

- *Providers caring for children with special needs*-\$10,000 to SCOE for training for IMPACT providers
- *Early literacy*-\$75,000 to SCOE for Raising a Reader to be implemented in IMPACT sites
- *Dental*-Prop 56 plan not ready. Discussions with WIC and will bring back recommendation

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Next Steps

- Bring back recommendation for funds allocated to well-child checks
- Transition screening contract & explore alternatives to universal developmental screenings
- Continue Triple P trainings and launch services
- Continue to plan for First 5 Center-Vallejo
- Allocate additional annual grant funding
- Allocate dental funds



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PROGRAM & COMMUNITY ENGAGEMENT COMMITTEE MEETING
July 19, 2018, 2:00 PM – 3:30 PM
601 Texas Street, Suite 210, Fairfield, CA 94533

CALL TO ORDER

I. Introductions, Public Comment, Commissioner Comment

II. Consent Calendar

Action

- A. Approve the July 19, 2018 PCE Committee Meeting Agenda
- B. Approve the March 15, 2018 PCE Committee Meeting Minutes

III. Immigration Update

Information/Discussion

Discuss immigration issues and the separation of families in Solano County
Juanita Morales, Program Manager, Ana Dineen, Voces Unidas

IV. 2018-2023 Program Investment Plan Update

Information

Receive an update on the roll out of the 2018-2023 Program Investment Plan
Megan Richards, Deputy Director

V. Program Update

Information/Discussion

Receive an update on Community Engagement Activities
Juanita Morales, Program Manager

VI. Future Agenda Items, Meeting Time/Date/Location

Information

The Program and Community Engagement Committee is scheduled to meet next on September 6, 2018 2:00 PM, at 601 Texas Street, Suite 210, Fairfield, CA. Future agenda items include: Community Engagement Update and Early Learning System Activities

ADJOURN

Vision: *All Solano County children are loved, healthy, confident, eager to learn, nurtured by their families, caregivers and communities.*

Mission: *First 5 Solano Children and Families Commission creates and fosters programs and partnerships with community entities to promote, support and improve the lives of young children, their families and their communities.*

The First 5 Solano Children and Families Commission does not discriminate against persons with disabilities. If you require a disability-related modification or accommodation in order to participate in the meeting, please call (707) 784.1332 at least 24 hours in advance of the meeting to make arrangements. Non-confidential materials related to an item on this Agenda submitted to the Commission are available for public inspection at the First 5 Solano business office, 601 Texas Street, Suite 210, Fairfield, CA during normal business hours.

First 5 Solano Children and Families Commission

Program & Community Engagement Committee
July 19, 2018, 2:00 PM – 3:30 PM
601 Texas Street, Suite 210, Fairfield, CA

Minutes

I. Introductions, Commissioner Comment, Public Comment

Commissioner Ayala called the meeting to order at 2:05pm.

Commissioners present: Dan Ayala, Aaron Crutison

First 5 Solano Staff present: Michele Harris (Executive Director), Megan Richards, Juanita Morales (Program Manager), Gene Ibe (Program Manager), and Andrew Boatright (Office Assistant III)

Members of the public present: Ana Dineen (Voces Unidas), Miriam Sammartino (Catholic Charities Yolo-Solano Inc.)

Commissioner Comment: None

Public Comment: None

II. Consent Calendar

A. Approve the July 19, 2018 Program & Community Engagement Meeting Agenda

Motion: Approve the Program & Community Engagement Meeting Agenda for July 19, 2018

Moved by Commissioner Crutison; Seconded by Commissioner Ayala

Approved 2-0-0

Yea: Commissioners Ayala, Crutison

Nay: None

Abstain: None

B. Approve the March 15, 2018 Program & Community Engagement Meeting Minutes

Motion: Approve the Program & Community Engagement Meeting Minutes for March 15, 2018

Moved by Commissioner Crutison; Seconded by Commissioner Ayala

Approved 2-0-0

Yea: Commissioners Ayala, Crutison

Nay: None

Abstain: None

III. Immigration Updates

Ana Dineen (Voces Unidas) reviewed the work Voces Unidas performs regarding services for children & families of immigrants. Miriam Sammartino is CEO with Catholic Charities and works on issues of immigrant family separations. Miriam gave some details regarding treatment of children 0-5 including separation, DNA testing to establish familial relations, and assessment of parental fitness regardless of established DNA bonds.

Ms. Dineen shared stories of immigrant parents that have had interaction with Immigration and Customs Enforcement (ICE) agency locally. Ms. Dineen noted that while ICE had coordinated with local law enforcement in the past, this is no longer the case. Ms. Dineen also reported that families are withdrawing from public programs, in fear that their immigration status will cause issue and result in deportation. This withdrawal also negatively affects the children in the families.

Ms. Dineen described the “Rapid response network”, which includes Sonoma, Napa, and now includes Solano County working in alignment to identify situations arising in communities, including ICE raids.

Commissioner Crutison asked what policy recommendation Ms. Dineen and Ms. Sammartino have regarding how First 5 Solano might engage on this issue. Ms. Harris noted that First 5 Association has taken a position that can be included in a future commission meeting discussion – Ms. Dineen and Ms. Sammartino can assist in customizing a statement for Solano.

IV. 2018-2023 Program Investment Plan Update

Megan Richards gave an overview of the 2018-2023 Program Investment Plan including: Priority Area 1: Health & Well-Being, increasing well-child checks; Ms. Richards noted that Jerry Huber (H&SS Director & First 5 Solano Commissioner) secured \$150,000 in general fund dollars to fund these efforts working in partnership with Solano Coalition for Better Health. This investment is larger than the funding the commission had allocated; staff intends to bring back a recommendation to the commission regarding the future use of these dollars. Ms. Richards reported that community clinics are unable to implement developmental screenings via IPADs in well-child checks, so staff is looking at other locations including WIC to implement as well as identify the implications for developmental screenings through home visits to reach capacity of current screenings. Ms. Richards reported that Uplift Family Services will no longer providing 0-5 developmental screenings; additionally Child Haven will increase the number of 0-5 population screenings, streamlining the process for children served. Ms. Richards informed committee that Triple P meetings have begun, Pre-K Academies are wrapping up; First 5 Center plans moving forward; Annual Grants contracts are moving forward; unallocated funds direction included: services for children with special needs, early literacy, and dental – staff is still trying to find specific projects for dental, currently working with public health and WIC.

V. Program Update

A. *Community Engagement Activities*

Juanita Morales reported \$7,800 of \$10,000 allocated for Community Engagement events during the past year was spent; current fiscal year events have included the Solano County Fair Giant Sandbox.

B. *Early Learning System Activities*

No report

VI. Future Agenda Items, Meeting Time/Date/Location

The Program & Community Engagement Committee is scheduled to meet next on Thursday, September 6, 2018, 2:00 PM at 601 Texas Street, Suite 210 Fairfield, CA. Future agenda items include: Community Engagement Update and Early Learning System Activities

Adjourn

Commissioner Dan Ayala adjourned the meeting at 3:29pm.

Andrew Boatright, Office Assistant III

Approved:

DATE: August 9, 2018

TO: First 5 Solano Children and Families Commission

FROM: Michele Harris, Executive Director

SUBJ: **Revised Committee Structure and Commissioner Job Description**

Motion: **Consider approval of the revised Committee Structure and Commissioner Job Description**

Background:

In December 2017, the Commission approved its 2018-2023 Program Investment Plan (PIP) based upon a budget of \$3.4 million annually in Proposition 10 funds. The PIP includes strategies to meet the goals in the Commission's Strategic Plan, recommended amounts for each strategy, and policy direction, such as targeting high risk geographies.

With the approval of the 2018-2023 Program Investment Plan, staff reviewed several administrative practices to determine areas where staff could recommend administrative adjustments for efficiencies to better serve the Commission overall. Areas examined by staff included: agency conducting the audit, commission meeting schedule, committee structure, and commissioner job description.

Committee Structure: At their March 15, 2018 meeting, the Systems and Policy Committee (SPC) discussed the committee structure, agreed to consider an alternative to its current committee structure, and directed staff to bring forward a proposal. This consideration was based upon several factors, including the Commission's reduced ongoing resources, the shift of First 5 Commissions toward a smaller infrastructure as resources diminish, the overlap of Commission efforts between system and program components, and the cancellation of many committee meetings over the years due to lack of agenda items. At the May 14, 2018 SPC meeting, the committee reviewed the proposed new committee structure that was recommended by First 5 Solano staff. At that time, staff was directed to revise the relevant documents and bring them to the SPC for review.

As a reminder, the current Commission structure has 2 Committees reviewing information and providing recommendations to the full Commission as needed: Systems and Policy Committee (SPC), and Program and Community Engagement Committee (PCE). SPC focuses on budget, policy, and strategic direction of the Commission. PCE hears and weighs in on information of program and evaluation, including updates on contract compliance action plans. Further information on the current committee structure and roles can be found in the Commission's Committee Structure Policy (Attachment A).

At the August 2, 2018 SPC meeting, the committee reviewed an updated version of the Committee Structure (Attachment B), as well as a revised Commissioner Job Description (Attachment C), which more accurately reflects the role of Commissioners, given our increased presence in systems change efforts.

Committee Consideration and Recommendation:

The SPC received a report from First 5 Solano staff at their August 2, 2018 meeting. The committee reviewed and discussed the proposed Committee Structure, and the proposed update of the Commissioner Job Description.

As part of this discussion of the proposed Committee Structure, the SPC discussed the responsibilities of the full Commission as community representatives. The Committee recommended that the full Commission continue to be responsible for representing the commission at community events, and attend site visits to see Commission programs in action.

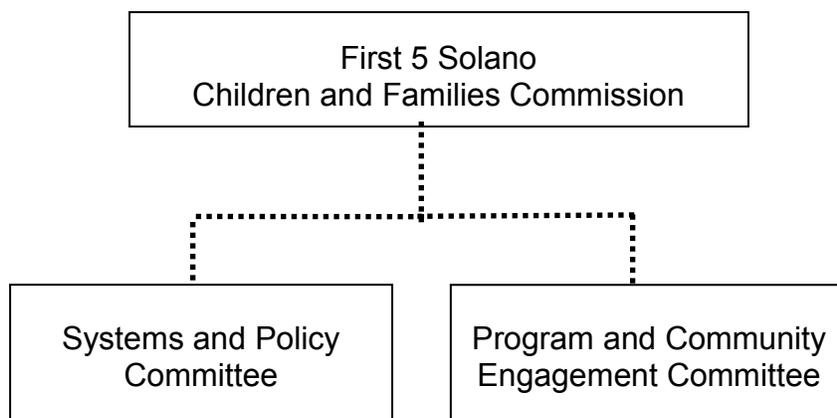
The committee recommended the Commission consider approval of the proposed Committee Structure Policy and Commissioner Job Description. Those documents are included as attachments B & C to this staff report and are presented to the full Commission for consideration.

- Attachment A: Committee Structure Policy – Existing
- Attachment B: Committee Structure Policy – Proposed
- Attachment C: Commissioner Job Description - Proposed



IT'S ALL ABOUT THE KIDS

COMMITTEE STRUCTURE



Systems and Policy Committee

- Membership (3) typically consists of Commission Chair, Vice-Chair and Past Chair
- Meets regularly on an approved annual schedule (generally 7-9 times/year)
- Works with staff to develop the annual proposed budget to present to the full Commission
- Reviews the Long-Term Financial Plan and oversees the development of financial planning workshops
- Reviews regular reports on the Commission's budget and internal operations
- Oversees legislative activities
- Gives guidance and advice to Executive Director
- Recommends operational and policy changes to the full Commission as needed
- Exercises limited authority regarding expenditures of Co-Sponsorship of Conferences and Training/Grantwriting funds up to \$5,000, and as directed by the full Commission
- Participates in the evaluation of the Executive Director in conjunction with the CAO
- Provides guidance on the planning of the annual Commission Retreat
- Oversees the Strategic Planning and Strategic Plan Update processes, including the Community Input Report

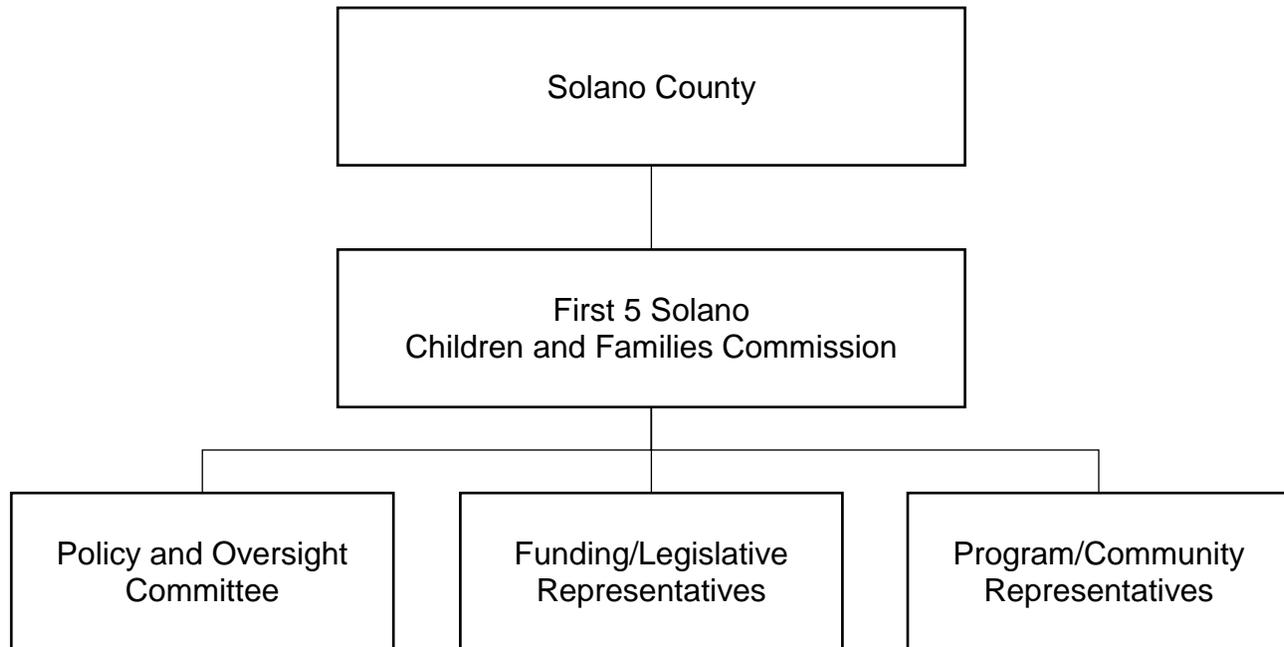
Program and Community Engagement Committee

- Consists of Committee Chair and 2 – 3 Commissioners appointed by the Committee Chair
- Meets regularly on an approved annual schedule (generally 7-9 times/year)
- Keeps informed of major program, service and funding developments affecting the work of the Commission at county, state and national levels
- Administers the Community Engagement Fund
- Oversees evaluation efforts, including:
 - ✓ Receipt and review of regular program progress reports, including reliable measures/indicators
 - ✓ Reviews and updates of the Evaluation Framework, including community indicators
 - ✓ Review of and input on the development of both the local annual Evaluation Report and First 5 Solano's required Annual Report submission to First 5 California
- Tracks best practices and innovative programs and makes recommendations to full Commission regarding trends in program and service development
- Serves as a forum for grantees to discuss program issues or give/get input



IT'S ALL ABOUT THE KIDS

FIRST 5 SOLANO COMMISSION AND COMMITTEE STRUCTURE



Policy and Oversight Committee

A standing, Brown Act Committee, consisting of 3-4 members, typically including the Commission Chair and Vice-Chair

- Meets regularly on an approved annual schedule
- Reviews regular reports on the Commission's budget and internal operations
- Provides guidance and feedback to Executive Director
- Recommends operational and policy changes to the full Commission, as needed
- Exercises limited authority regarding allocations of funding of up to \$5,000, as delegated by the full Commission
- Participates in the evaluation of the Executive Director in conjunction with the CAO
- Oversees the process for Strategic Planning
- Receives program updates, including the mid-year report
- Monitors programs that have Contract Compliance Action Plans

Funding/Legislative Representatives

Consists of 2-3 Commissioners appointed by the Commission Chair, who meet on an ad-hoc basis in accordance with Solano County's Legislative Platform review and then as needed and share responsibility for the activities below:

- Reviews and provides input to the Commission's annual Legislative Platform
- Represents the Commission in legislative visits
- Attends statewide Advocacy Day at the state capitol
- Represents the Commission with funders to encourage additional resources for Solano County and its nonprofit partners

Program/Community Representatives (Program)

Consists of 2 Commissioners appointed by the Commission Chair, who meet on an ad-hoc basis at the beginning of the year and then as needed and share responsibility for the activities below:

- Administers the Community Engagement Fund
- Participates on the Annual Grants Solicitation Review Panel to evaluate programs for funding



IT'S ALL ABOUT THE KIDS

First 5 Solano Commissioner “Job Description”

I. First 5 Solano Commissioners are appointed for a four-year term.

The Commission makeup is as follows:

- One Board of Supervisor member
- Two Solano County Department of Health and Social Services representative members
- Five members, each of whom is nominated by a Board of Supervisor member (appointee need not reside in the District the appointing Board member represents)
- One ‘at large’ member

II. Major areas of Commission responsibility include, but are not limited to:

- A. **Policy/Strategic Planning:** Oversee the development of, and approve, a strategic plan as the framework for the allocation of funding for programs, services and activities that enhance the health, well-being and development of children 0-5. Oversee and actively engage in the implementation of the strategic plan.
- B. **Allocation of funds:** Independent authority to allocate funds for services for children 0-5, their families, and providers on services in accordance with the approved strategic plan.
- C. **Accountability:**
1. Ensure that the annual required independent audit is performed and submitted to the Board of Supervisors and First 5 California in accordance with established timelines.
 2. Approve an annual proposed budget and submit this budget to the Board of Supervisors in accordance with established timelines. Monitor the budget.
 3. Approve the required annual report submission to First 5 California. Monitor and review local program outcomes and documented results.
- D. **Functioning/Staffing:**
1. Approve and monitor policies as needed and ensure adherence to County policies as appropriate.
 2. Participate in the selection and evaluation of the Executive Director.
 3. Provide direction to staff to carry out the work of the Commission.
- E. **Community Engagement:** Substantively involve Solano parents, service providers, interested community members and policy makers in the activities and decision-making process of the Commission. Ensure that the Commission’s strategic plan, funding priorities, programs and services reflect community needs and priorities. Ensure the free and open flow of information among Commissioners and the public.

II. Commissioner Job Duties:

In order to fulfill these responsibilities (and carry out the other powers and duties prescribed in the Children and Families First Act, County Code Section 7.3, Commission By-Laws and applicable commission policies), Commissioners are expected to commit to a substantive level of time and effort, including but not limited to the sections below.

- A. **Meetings** – Commissioners must maintain sufficient meeting attendance in accordance with County Code Section 7.3 and the First 5 Solano Commission Meeting Attendance Policy.

All Commissioners - There are up to 8 full Commission meetings per year, generally starting in late afternoon or early evening, lasting 2-4 hours. Meetings may be located in various parts of the County, including an annual, full-day Retreat, generally on a Saturday in October, if needed and appropriate. From time to time a special meeting may be called to deal with an item that cannot be postponed until the next scheduled meeting.

The Commission Chair and Vice Chair are elected annually and serve a one-(calendar) year term. Duties and responsibilities of Commission Chair include:

- a. reviewing and approving agendas and meeting materials
- b. presiding at/conducting meetings
- c. appointing Chairs of standing and ad hoc Committees
- d. presenting reports to the full Commission
- e. carrying out any other duties/activities delegated by the Commission
- f. representing the Commission at public or other meetings.

The By-Laws provide that the Vice Chair acts as Chair if the Chair is unavailable and presides at meetings when the Chair is not present, and has the powers and performs the duties delegated to him/her by the Chair.

From time to time, the Commission forms ad hoc committees, work groups or task forces and may request one or more Commissioners to serve on these bodies.

- B. **Assignments** – The Commission also has 3 areas in which Commission members are asked to participate. Those areas are: Policy and Oversight Committee, Funding/Legislative Representation, and Program/Community Representation. The Commission Chair appoints Commission Members to one of the 3 areas. Each of the 3 areas are summarized below and detailed in the “First 5 Solano Commission and Committee Structure.”

1. Policy and Oversight Committee - The Committee meets up to 8 times/year for 2-3 hours.

The Committee Chair is appointed by the Commission Chair. The Committee Chair and members serve a minimum of one year and may serve indefinitely. Duties and Responsibilities of Committee Chair includes:

- a. reviewing and approving agendas and meeting materials
 - b. presiding at/conducting meetings
 - c. presenting reports to the full Commission
 - d. representing the Commission at public or other meetings
2. Funding/Legislative Representation - Engaging in substantive policy, funding, legislative and systems change activities to inform stakeholders of the importance of the early years on lifelong success.

 3. Program/Community Representation - Engaging in substantive program or community support activities to promote the alignment of Commission/Community priorities, foster the free flow of information and promote system change¹.

¹ With the understanding that Commissioners represent First 5 Solano and its Strategic Plan Priorities, Goals, Results and objectives.

SYSTEMS AND POLICY COMMITTEE MEETING
August 2, 2018, 10:30 AM to 12:00 PM
601 Texas Street, Suite 210, Fairfield, CA 94533

CALL TO ORDER

I. Introductions, Public Comment, Commissioner Comment

II. Consent Calendar

Action

- A. Approve the July 18, 2018 SPC Meeting Agenda
- B. Approve the May 14, 2018 SPC Meeting Minutes
- C. Receive the Commissioner Meeting Attendance Status Report

III. Co-Sponsorship of Training and Conferences Fund Application

Action

Motion: Consider approval of a request from Solano County Health and Social Services Women Infants and Children (WIC) on behalf of the Breastfeeding Coalition of Solano County for an allocation of up to \$1,700 to provide a training on "Trauma, Culture, and Breastfeeding"

Megan Richards, First 5 Solano

IV. Planning for FY2018/19 and Beyond

Action

Consider recommending approval of the revised Committee Structure and Commissioner Job Description

Michele Harris, Executive Director

V. Systems Change Update

Information

Receive an update on the systems change activities

Lorraine Fernandez, Program Manager

VI. First 5 Solano Staffing and Finance Update

Information

Receive a report on First 5 Solano staffing and financials

Megan Richards, Deputy Director

VII. Future Agenda Items, Meeting Time/Date/Location

Information

The Systems and Policy Committee is scheduled to meet next on Wednesday, September 19, 2018, 2:00 PM to 3:30 PM, at 601 Texas Street, Suite 210, Fairfield, CA. Future agenda items include: Annual Audit Preview; Co-Sponsorships of Training and Conferences; Systems Change Update, and Staffing and Finance Update

ADJOURN

Vision: All Solano County children are loved, healthy, confident, eager to learn, nurtured by their families, caregivers and communities.

Mission: First 5 Solano Children and Families Commission creates and fosters programs and partnerships with community entities to promote, support and improve the lives of young children, their families and their communities.

The First 5 Solano Children and Families Commission does not discriminate against persons with disabilities. If you require a disability-related modification or accommodation in order to participate in the meeting, please call (707) 784.1332 at least 24 hours in advance of the meeting to make arrangements. Non-confidential materials related to an item on this Agenda submitted to the Commission are available for public inspection at the First 5 Solano business office, 601 Texas Street, Suite 210, Fairfield, CA during normal business hours.

**First 5 Solano Children and Families Commission
Systems & Policy Committee Meeting**
August 2, 2018, 10:30 AM – 12:00 PM
601 Texas Street, Suite 210, Fairfield, CA

Minutes

Commissioners present: Jerry Huber, Lisette Estrella-Henderson, Erin Hannigan

First 5 Solano Staff present: Michele Harris (Executive Director), Lorraine Fernandez, Andrew Boatright

Members of the public present: none

Chair Huber called the meeting to order at 10:32 AM

I. Public Comment

There were no public comments.

II. Consent Calendar

A. Approve the August 2, 2018 SPC Meeting Agenda

Motion: Approve the SPC Meeting Agenda for August 2, 2018

**Moved by Commissioner Hannigan; Seconded by Commissioner Huber
Approved 3-0-0**

Yea: Commissioners Estrella-Henderson, Hannigan, Huber

Nay: None

Abstain: None

B. Approve the May 14, 2018 SPC Meeting minutes

Motion: Approve the SPC Meeting Minutes for May 14, 2018

**Moved by Commissioner Hannigan; Seconded by Commissioner Huber
Approved 3-0-0**

Yea: Commissioners Estrella-Henderson, Hannigan, Huber

Nay: None

Abstain: None

C. Receive the Commissioner Meeting Attendance Status Report

Commissioner Huber recused himself from item III.

III. Co-Sponsorship of Training and Conferences Fund Application

Michele Harris discussed the event with committee regarding this one day event.

Motion: Approve a request from Solano County Health and Social Services Women Infants and Children (WIC) on behalf of the Breastfeeding Coalition of Solano County for an allocation of up to \$1,700 to provide a training on “Trauma, Culture, and Breastfeeding”

Moved by Commissioner Hannigan; Seconded by Commissioner Estrella-Henderson

Approved 2-0-0

Yea: Commissioners Estrella-Henderson, Hannigan

Nay: None

Abstain: None

Commissioner Huber returned.

IV. Planning for FY2018/19 and Beyond

Ms. Harris introduced a revised Committee Structure Policy and revised Commissioner Job Description for committee consideration. Ms. Harris noted the proposed committee structure would be comprised of a Policy and Oversight Committee of 3-4 members to provide feedback for complex issues and vetting of items before going to the full commission for consideration; two other groups of commissioners to take on roles being Legislative/Funding Representatives and Program/Community Representatives.

The committee recommended specific language amendments to ensure that legislative platform review coincides with the Solano County Legislative Platform, and that community representation is the responsibility of all commissioners.

Motion: Recommend approval of the Committee Structure and Commissioner Job Description as amended

Moved by Commissioner Estrella-Henderson; Seconded by Commissioner Hannigan

Approved 3-0-0

Yea: Commissioners Estrella-Henderson, Hannigan, Huber

Nay: None

Abstain: None

V. Systems Change Update

Lorraine Fernandez gave a review of systems change activities that have occurred since the last committee meeting, including a Non-profit Capacity Building Information Session, a grant application to Blue Shield Foundation of California for a collaborative project to support the City of Vallejo, and a Social Media Training for grantee partners, conducted by Kaiser Permanente.

VI. First 5 Solano Staffing and Finance Update

Ms. Harris noted the year has closed and that a year-end reconciliation is forthcoming to a future meeting, noting an additional position of Health Education Specialist was budgeted for in the coming year.

VII. Future Agenda Items, Meeting Time/Date/Location

The next Systems and Policy Committee Meeting is scheduled for September 19, 2018, at 601 Texas Street, Suite 210, Fairfield, CA. Future agenda items include: Co-Sponsorships of Training and Conferences; Systems Change Update, and Staffing and Finance Update.

Adjourn

Commissioner Huber adjourned the meeting at 11:23 AM.

Andrew Boatright, Office Assistant III

Approved:

DATE: August 9, 2018

TO: First 5 Solano Children and Families Commission

FROM: Michele Harris, Executive Director

SUBJ: **Executive Director's Report for August 2018**

Solano County Fair: First 5 Solano hosted the Giant Sandbox at the Solano County Fair the weekend of June 30-July 1, 2018. Community volunteers along with First 5 Solano staff engaged with families as their kids played in the sandbox and dug for seashells in exchange for prizes. Over 100 families and children stopped by for some rest and relaxation under the shade at the sandbox to watch their little ones play and get information on programs that provide services to children in the community. Big thanks to Commissioner Nicole Neff for helping out at the table and Commissioner Erin Hannigan and her staff for coming by to support First 5 Solano.



2018 Quality Rating and Improvement System (QRIS) National Conference: First 5 Solano staff, Juanita Morales, joined Michelle Burhorn and Lisa Eckhoff (with Solano County Office of Education) at the 2018 QRIS National Conference in San Diego. The conference provided many workshops on strengthening systems. Some of the workshops Ms. Morales attended were focused on collaborations between systems such as QRIS and Help Me Grow (HMG), integrating infant and early childhood mental health consultations in Early Care and Education, California State Childcare Subsidy Pilot Plans and states system change, and using data and practices to inform early childhood workforce compensation. The conference had over 1,200 participants and was a great opportunity to network with statewide QRIS program leaders and regional hubs.

Pre-K Academies: 2018 Pre-K Academies have concluded. First 5 Solano provided academies in all 7 Solano County cities with 6 offered in Vallejo, 5 in Fairfield-Suisun, 3 in Vacaville, 2 in Dixon and 1 in both Benicia and Rio Vista. This funding will continue to support Pre-K Academies through 2020. This year, several new partners are providing pre-k sessions, including Fairfield Adult School's SPACE program



and New Dawn Vallejo. First 5 Solano's Pre-K Academies have consistently been an effective approach to help our youngest learners have a successful transition into kindergarten and this year Pre-K academies were an even bigger success due to the collaboration with Solano County Office of Education to provide over 2400 books from Reading is Fundamental to all children attending the academies. Another monumental achievement was the collaboration with Solano County Health & Social Services to provide dental screenings to children attending the academies. Thanks to Commissioners Hannigan, Crutison, Ayala and Estrella-Henderson for visiting this year's Pre-K Academies!

Nonprofit Capacity Building: In June 2018, the Board of Supervisors and the First 5 Solano Commission received presentations on the Learning for Action (LFA) "*Solano County Nonprofit Capacity Diagnostic Findings.*" As part of the next steps, First 5 Solano, Solano County Health and Social Services, and LFA presented a "*Nonprofit Capacity Building and Information Learning Session*" on June 27th, and over 75 nonprofit leaders were in attendance. This was an interactive session, and participants were very engaged in the conversation. Nonprofit representatives were asked to rank their level of interest in the 3 recommended capacity building areas, and the results were as follows:

Priority 1 - Vision and Impact Model

Priority 2 - Governance and Board Leadership

Priority 3 - Evaluation and Learning

Next Steps: Over the next few months staff will be working with non-profit partners and potential funders to develop a funding plan for an inaugural "Vision and Impact Model" cohort.

Blue Shield Grant: On June 27th, First 5 Solano submitted a grant application to Blue Shield of California under their "*Exploring the Value of Prevention*" Request for Proposals. The proposal is for \$177,880 annually to fund a 2-year program for First 5 Solano and its partners to develop and implement a multi-sector Collective Impact Plan to change the outcomes for Vallejo's most vulnerable children. Objectives include identifying and convening a multi-sector leadership team and developing and implementing the Collective Action Plan to initiate effective strategies, system changes, innovative approaches and solutions. This leadership team would include city departments, public health, medical providers, education, child welfare, safety net providers, law enforcement, housing workforce social services, clients and community representatives, and others.

Callison Foundation: Callison Foundation is a funder active in the Northern California Grantmakers (NCG) Solano Convenings and has changed their geographic focus area to include Solano. The foundation invited Letters of Interest for \$25,000 individual grants from First 5 Solano and from Rio Vista CARE. In April 2018, First 5 Solano submitted two letters of interest and Rio Vista CARE submitted one letter of interest. First 5 Solano staff were informed that the Callison Foundation Board of Directors is not ready to change their funding strategy to include government agencies. Callison is still in conversations with Rio Vista CARE. Should these discussions result in a funding award, we will report that back to the Commission.

The Callison representative is committed to funding additional projects in Solano. Follow up with this representative has included connecting her to Early Childhood Education resources and

introducing her to six Solano County non-profits who are doing work in areas that are of interest to Callison Foundation.

Kaiser Stigma Grant: First 5 Solano, on behalf of Solano Kids Thrive (SKT), applied for a Kaiser Community Benefit Grant related to Mental Health Stigma Reduction, and received a \$90,000 award to launch an ACEs (Adverse Childhood Experiences) Media Campaign. The campaign will include efforts to raise community awareness of ACEs through messages via Pandora radio, billboards, and bus ads placed strategically in high-poverty areas in Solano County. Members of SKT are currently developing media messaging for the campaign, and the first phase of advertisements are expected to launch in October 2018.

Resiliency Plan: On behalf of Solano Kids Thrive (SKT), First 5 Solano continues to guide efforts to develop a county-wide 'Resilience Plan.' With \$50,000 from Solano County Public Health as part of their Community Health Improvement Plan (CHIP) implementation, First 5 Solano partnered with ACEs Connection Network to promote understanding of Adverse Childhood Experiences (ACEs) in the community. Members of SKT are now beginning to support those efforts by making presentations to groups in multiple sectors including education, healthcare, law enforcement, faith-based organizations, and non-profits.

Grantee Orientation: In July 2018, staff held a First 5 Solano Grantee Orientation to bring FY2018/19 grantees together. All grantee agencies were in attendance. Goals of the orientation were to introduce grantees for collaboration and cross referral, as well as orientating new grantees and new staff to First 5 Solano contract management processes. An orientation for Annual Grant grantees will be held in August 2018.

Letter of Support for AB11 (McCarty): On June 20, 2018 First 5 Solano submitted a Letter of Support to the Senate Health Committee for AB11 (McCarty): Early and Periodic Screening, Diagnosis, and Treatment Program (EPSDT): Screening Services (as amended 6/18/18) (see Attachment A). This legislation will clarify that providers are required to adhere to the Bright Future's screening periodicity for children 0-3 and must use a validated screening tool for services made available under the EPSDT benefit. As of July 3, 2018, this bill was amended in the Senate and re-referred to the Committee on Appropriations.

It's a Girl! Andrea Azurdia, First 5 Solano's graduate intern gave birth to Trinity Joy Azurdia on August 6, 2018. Trinity was 8lbs 11oz and 22 inches long. Both mom and baby are doing well.

Attachment A: Letter of Support – AB 11 (McCarty)



June 20, 2018

COMMISSIONERS

Erin Hannigan

Chair

Dan Ayala

Jennifer Barton

Aaron Crutison

Lisette Estrella-Henderson

Gerald Huber

Nicole Neff

The Honorable Richard Pan, M.D.
Senate Health Committee, Chair
State Capitol, Room 5114
Sacramento, CA 95814

RE: Support - AB 11 (McCarty): Early and Periodic Screening, Diagnosis, and Treatment Program: screening services (as amended 6/18/18)

Dear Dr. Pan,

On behalf of First 5 Solano Children and Families Commission, I'm writing in support of AB 11 (McCarty), as amended on June 18th, which will clarify that providers are required to adhere to the Bright Future's screening periodicity for children 0-3 and must use a validated screening tool for services made available under the EPSDT benefit.

Currently, pediatricians are relying on surveillance rather than using a validated screening tool to identify children at-risk for developmental delays. When they do screen, pediatricians are not consistent in their use of validated tools. For example, many do not use the entire tool or follow its intended directions. Subsequently, pediatricians believe they are properly implementing developmental screening and following the AAP recommendations, when in fact they are not.

Because there is no explicit language *requiring* how and when pediatricians conduct developmental screening and since California does not have a recommended list of validated screening tools or require the use of one, there is confusion in the medical field about developmental screening practices. As a result, 70% of children with delays go undetected until kindergarten, putting additional demands on California's special education system and putting our children at a serious disadvantage.

We believe AB 11 is necessary to clarify that developmental screenings are, in fact, mandatory and must adhere to a specific periodicity, with a validated screening tool, to be most effective. AB 11 is the first critical step to ensuring that every California child, especially those who are low-income, has the opportunity to achieve their greatest potential. For these reasons, we strongly urge your "aye" vote.

Sincerely,



Michele Harris
Executive Director, First 5 Solano

STAFF

Michele Harris

Executive Director

Megan Richards

Deputy Director

Juanita Morales

Program Manager

Gene Ibe

Program Manager

Lorraine Fernandez

Program Manager

Andrew Boatright

Office Assistant III

Andrea Azurdia

College Intern