

**POLICY AND OVERSIGHT COMMITTEE MEETING**  
**August 5, 2021 10:00 am to 11:30 am**  
**3375 Sonoma Boulevard, Suite 30, Vallejo, CA 94590**

In furtherance of the direction from Governor Newsom (Executive Order N-25-20) and pursuant to the Executive Order issued by Governor Gavin Newsom (Executive Order N-29-20), **public access to the First 5 Solano Committee Meeting will be limited.**

Commissioners and public may attend via remote meeting using the following options:

**Join livestream via Zoom:**  
<https://us02web.zoom.us/j/5922775330>

**Join via Phone:**  
1-669-900-6833  
Meeting ID: 592 277 5330

**Public Comments:**  
Public Comment may be provided by: During the meeting via the phone/computer audio when the Chair calls for Public Comment on an item; or submitting written public comments to First 5 Solano via email at [cfcsolano@solanocounty.com](mailto:cfcsolano@solanocounty.com) by 9:00 am on the day of the meeting.

**CALL TO ORDER**

**I. Introductions, Public Comment, Commissioner Comment**

**II. Consent Calendar**

- A. Approve the August 5, 2021 Policy and Oversight Committee Meeting Agenda
- B. Approve the May 17, 2021 Policy and Oversight Committee Meeting Minutes
- C. Receive the Commissioner Meeting Attendance Status Report

**Action**

**III. Establishment of a Fairfield First 5 Center**

Discuss establishment of a First 5 Center in Fairfield, including ongoing operational costs and the impacts to the Commission's current Strategic Planning efforts and future funding activities

**Motion:** Consider recommending approval of receipt of \$2 Million from the State of California for Tenant Improvements and initial operations of a Fairfield First 5 Center, requiring the \$2 Million addition to the Commission's FY2021/22 Approved Budget

*Michele Harris, Executive Director; Megan Richards, Deputy Director*

**Action**

**IV. Strategic Plan Framework Review & Systems Change Update**

- A. Review and discuss the proposed Systems Change Action Plan Update
- B. Review the proposed Strategic Plan Framework

*Michele Harris, Executive Director; Christina Branom, Applied Survey Research*

**Discussion**

**V. Community Responsive Grant Fund Update**

Provide an update on the roll out of the Community Responsive Grant Funds, including Community Responsive Mini Grant Awards and the Technical Assistance and Capacity Building Grant Fund application

*Megan Richards, Deputy Director, Kwiana Algere, Health Education Specialist, Lorraine Fernandez, Program Manager*

**Information**

**VI. 2016 Strategic Plan Implementation Updates**

**Information/Discussion**

Receive updates on the following:

- A. Community Engagement Update – Website Refresh
- B. Systems Change Implementation Plan Update

*Juanita Morales, Program Manager; Lorraine Fernandez, Program Manager*

**VII. First 5 Solano Staffing and Finance Update**

**Information**

Receive a report on First 5 Solano staffing and financials.

*Megan Richards, Deputy Director*

**VIII. Future Agenda Items, Meeting Time/Date/Location**

**Information**

The Policy and Oversight Committee is scheduled to meet next on Thursday, October 7, 2021, 10:00 am to 11:30 am, at 3375 Sonoma Boulevard, Suite 30, Vallejo, CA. Future agenda items include: Strategic Planning, Responsive Grant Fund TA Awards; Updates on Systems Change Implementation, Community Engagement; and Staffing and Finance.

**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, 3375 Sonoma Boulevard, Suite 30, Vallejo, CA, 94590 during normal business hours.