

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

August 8, 2017, 5:30 PM – 7:30 PM  
601 Texas Street, Suite 210, Fairfield, CA

**Minutes**

Commissioners present: Liz Niedziela (Chair), Erin Hannigan (Vice Chair), Dan Ayala, Aaron Crutison, Lisette Estrella-Henderson, Jerry Huber, Scott Ingham, Nicole Neff (arrived 5:34PM).

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

Members of the public present: Christina Branom (Applied Survey Research)

Chair Niedziela called the meeting to order at 5:31pm.

Commissioner Niedziela, on behalf of the commission, welcomed the newest commissioner, Scott Ingham.

**I. Public Comment**

**II. Consent Calendar**

A. Approve the August 08, 2017 Commission Meeting Agenda

***Motion: Approve the Commission Meeting Agenda for August 08, 2017***

**Moved by Commissioner Huber; Seconded by Commissioner Estrella-Henderson  
Approved 7-0-0**

**Yea: Commissioners Ayala, Crutison, Estrella-Henderson, Hannigan, Huber,  
Ingham, Niedziela**

**Nay: None**

**Abstain: None**

B. Approve June 06, 2017 Commission Meeting Minutes

***Motion: Approve the Commission Meeting Minutes for June 06, 2017***

**Moved by Commissioner Huber; Seconded by Commissioner Estrella-Henderson  
Approved 7-0-0**

**Yea: Commissioners Ayala, Crutison, Estrella-Henderson, Hannigan, Huber,  
Ingham, Niedziela**

**Nay: None**

**Abstain: None**

C. Approve the 2018 Commission Meeting Schedule

***Motion: Approve the Commission Meeting Schedule for 2018***

**Moved by Commissioner Huber; Seconded by Commissioner Estrella-Henderson  
Approved 7-0-0**

**Yea: Commissioners Ayala, Crutison, Estrella-Henderson, Hannigan, Huber,  
Ingham, Niedziela**

**Nay: None**

**Abstain: None**

### **III. Strategic Plan and Community Indicator Review**

Christina Branom presented the Community Indicators Review summarizing the status of young children and their families in Solano County. Ms. Branom reviewed Priority Area 1: Health and Well-Being, Priority Area 2: Early Childhood Learning and Development, Priority Area 3: Family Support and Parent Education, and additional geographic “hot spot” analysis of the county. Each priority area analysis included charts and maps with percentages and rates for various categories related to Solano County children, expressing trends over several years.

### **IV. Committee Reports**

Commissioners Crutison and Huber recused from agenda item IV-A, motion 1.

#### **A. Systems and Policy Committee**

1) Megan Richards gave an overview of the proposal to integrate developmental screenings into primary care visits within Family Health Services. Ms. Richards noted that the change would increase developmental screenings from 700 to over 5,000 in addition to being a one-time cost to the commission; Health & Social Services has agreed to fund the ongoing cost associated with maintenance of the application, tablets, and licensing.

***Motion: Approve an allocation of funding of up to \$300,000 to integrate developmental screenings into primary care visits within Family Health Services***

**Moved by Commissioner Hannigan; Seconded by Commissioner Ayala  
Approved 6-0-0**

**Yea: Commissioners Ayala, Estrella-Henderson, Hannigan, Ingham, Neff,  
Niedziela**

**Nay: None**

**Abstain: None**

**Recuse: Commissioners Crutison and Huber**

Commissioners Crutison and Huber returned.

2) Ms. Richards reviewed the direction given by the commission during the 2017 commission retreat and presented the long-term financial plan projections, and explained how projections would inform funding decisions at the 2018 commission retreat. Overall, the commission's annual expenditure budget would be reduced by approximately \$700,000 annually. The commission directed staff to prepare funding cycle recommendations based upon this level of spending.

#### B. Program and Community Engagement Committee

Commissioner Estrella-Henderson recused from agenda item IV B, motion 1.

1) Megan Richards gave an overview of the Program and Community Engagement Committee Meeting. Ms. Richards reviewed Solano County Office of Education's activities related to IMPACT and connected the Hub reimbursable activities to current practices.

***Motion 1: Approve an allocation of funding of up to \$28,000 for FY 2017-18 to Solano County Office of Education to expand IMPACT activities to include Hub reimbursable activities***

**Moved by Commissioner Hannigan; Seconded by Commissioner Crutison**

**Approved 7-0-0**

**Yea: Commissioners Ayala, Crutison, Hannigan, Huber, Ingham, Neff, Niedziela**

**Nay: None**

**Abstain: None**

**Recuse: Commissioner Estrella-Henderson**

Commissioner Estrella-Henderson returned.

2) Megan Richards gave an overview of the described the importance of Solano Family and Children's Services work in the management of Help Me Grow Solano and cited the successful transition of services to the call center.

***Motion 2: Approve an allocation of funding of up to \$80,000 for FY 2017-18 to Solano Family and children's Services to expand Help Me Grow Activities***

**Moved by Commissioner Estrella-Henderson; Seconded by Commissioner Hannigan**

**Approved 8-0-0**

**Yea: Commissioners Ayala, Crutison, Estrella-Henderson, Hannigan, Huber, Ingham, Neff, Niedziela**

**Nay: None**

**Abstain: None**

3) Gene Ibe presented an update on contract negotiations with Benicia and Dixon Family Resource Centers. Ms. Ibe noted that contract amendments for both FRCs have been executed with funding levels in line with the level of services each FRC can provide in FY2017/18.

## **V. Executive Director's Report**

Michele Harris advised the commission of 2 upcoming events: a screening of Resilience followed by a panel discussion on September 28, and; a Poverty Simulation sponsored by First 5 Solano in partnership with Child Support Services on November 13 and 14. Ms. Harris also informed the commission that First 5 Solano, in partnership with Health and Social Services, is conducting an assessment of Solano nonprofit capacity. This capacity assessment is intended to help us hone in on the next area (beyond fundraising and volunteer management) that we should target for capacity building. Lastly, Ms. Harris thanked those commissioners that volunteered at the First 5 Solano Giant Sandbox at the county fair, and shared pictures of the event.

## **VI. Commissioner Remarks**

Commissioner Niedziela asked that each commissioner describe their background for the benefit of the new commissioners; each commissioner in turn introduced themselves and welcomed Scott Ingham.

## **VII. Future Agenda Items**

The next Commission meeting will be held on October 3, 2017 at 5:30 PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: Committee Reports, Annual Report and Audit, Allocation Updates.

## **Adjourn**

Chair Niedziela adjourned the meeting at 7:16 PM.

Andrew Boatright, Office Assistant III

Approved:

A handwritten signature in black ink, appearing to be 'A. Boatright', with a long horizontal line extending to the right.