

**First 5 Solano Children and Families Commission
Commission Meeting
January 8, 2019, 5:30 PM – 7:30 PM
601 Texas Street, Fairfield, CA**

Minutes

Commissioners present: Erin Hannigan, Jerry Huber, Dan Ayala, Jennifer Barton, Aaron Crutison, Lisette Estrella-Henderson, Nicole Neff (Arrived 5:53 PM)

First 5 Solano Staff present: Michele Harris, Megan Richards, Kwiana Algeré, Gene Ibe, Lorraine Fernandez, Juanita Morales, Luke Winders

Members of the public present: None

Chair Hannigan called the meeting to order at 5:32 PM

I. Public Comment

II. Consent Calendar

A. Approve the January 8, 2019 Commission Meeting Agenda.

Motion: Approve the Commission Meeting Agenda for January 8, 2019.

Moved by Commissioner Barton; Seconded by Commissioner Ayala

Approved 6-0-0

Yea: Commissioners Ayala, Barton, Crutison, Estrella-Henderson, Hannigan, Huber

Nay: None

Abstain: None

B. Approve December 4, 2018 Commission Meeting Minutes

Motion: Approve the Commission Meeting Minutes for December 4, 2018.

Moved by Commissioner Barton; Seconded by Commissioner Ayala

Approved 5-0-1

Yea: Commissioners Ayala, Barton, Estrella-Henderson, Hannigan, Huber

Nay: None

Abstain: Crutison

III. Vallejo First 5 Center Update

First 5 Solano has been looking into properties in the 94590 zip code, which was identified as having the greatest need in the county. Staff have been working closely with the owner of 400 Mare Island Way to occupy 7945 square feet on the first floor, with

approximately 2100 sf for First 5 Solano offices, and 5800 sf for the First 5 Center. The terms under negotiation are a 5-year lease with the option to renew for an additional 5 years. Administrative costs are estimated to stay about the same. The requested allocation for tenant improvements includes contingency for unforeseen issues and expenses. First 5 is working to secure outside funding as well, having already secured \$675,000. Kaiser is interested in funding a demonstration kitchen, where they could provide some services. Other requests are in, but much depends on having location secured.

Commissioner Barton inquired as to the status of reserve. Megan Richards said there is currently \$8-9 Million in reserves. Many First 5 agencies statewide had built up reserves, but many counties spent down over the years for continued operations. 15 years ago, this Commission realized funds were projected to run out in FY17/18 and addressed this, keeping reserves stable since that time. The Commission has no policy on how much to keep in reserve. The Commission discussed the risk of committing funds as yet unsecured. Staff restated that an annual reconciliation of costs/revenues for the center will be provided to the Commission. The Commissioners requested staff schedule a tour of one of the Contra Costa First 5 Centers.

Commissioner Neff arrived.

- A. Motion: Consider approval of an allocation of \$225,000 from reserve to cover cash flow for pending funding toward tenant improvements for the First 5 Center**

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

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

Nay: None

Abstain: None

- B. Motion: Consider approval of reallocation of \$280,000 in unspent funds from FY2018/19 in the 2018-2023 Program Investment Plan funding toward tenant improvements for the First 5 Center**

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

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

Nay: None

Abstain: None

C. Motion: Consider approval of an allocation of \$300,000 annually for three years for operations at the First 5 Center

Moved by Commissioner Ayala; Seconded by Commissioner Huber

Approved 7-0-0

Yea: Commissioners Ayala, Barton, Crutison, Estrella-Henderson, Hannigan, Huber, Neff

Nay: None

Abstain: None

IV. Introduce 2019 Officers; Chair Affirms Commissioner Assignments

Chair Hannigan affirms Policy and Oversight Committee of herself and Commissioners Huber and Estrella-Henderson, Funding and Legislative Efforts composed of Commissioners Crutison and Diaz, and Program and Community Efforts composed of Commissioners Anderson, Ayala, Barton, and Neff.

V. First 5 Solano Community Engagement Key Messaging

This item was tabled to March 5 meeting due to absence of the full Commission.

VI. Executive Director's Report

Ms. Harris shared First 5 Solano is one of 6 pilot counties distributing diaper kits with supplybank.org. An application is in for a grant with Office of Child Abuse Prevention which would serve about 80 women who are new or expectant mothers and current or past substance abusers. A \$25,000 demonstration kitchen grant was awarded from Kaiser for tenant improvements at the First 5 Center. Juanita Morales shared that the Solano County Fair has invited 0-5 providers to host a First 5 Space June 28th to June 30th in conjunction with community partners. Through the Executive Director's fund, First 5 Solano is purchasing five Little Free Libraries and working with Solano County Office of Education on contracting with QRIS child care sites to be stewards of a library.

VII. Commissioner Remarks

Commissioners wished all a happy new year and expressed enthusiasm for the work to be done in 2019. Commissioner Barton felt that our new Governor brings exciting opportunities for children. Commissioner Ayala commended the work being done moving the First 5 Center forward. Commissioner Huber advised caution as the federal government shutdown will affect many programs, requiring the state to use reserves and risk exhausting funds. He is monitoring California being one of 18 states appealing the decision that found the Affordable Care Act to be unconstitutional. The outcome could affect 125,000 Californians. Mr. Huber also shared that Solano County H&SS is seeking a \$500,000 Kresge

Grant which looks at second and third-generation poverty issues and could help with the First 5 Center.

VIII. Future Agenda Items

The next Commission meeting will be held on March 5, 2019 at 5:30PM at 601 Texas Street, Conference Room B, Fairfield. Future agenda items include: FY2019/20 Proposed Budget, First 5 Solano Community Engagement Key Messaging, and Committee Reports.

Adjourn

Chair Hannigan adjourned the meeting at 6:19 PM.

Luke Winders, Office Assistant III

Approved:

A handwritten signature in blue ink, appearing to be 'L. Winders', with a long horizontal flourish extending to the right.