

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

October 19, 2022, 3:00 PM – 5:00 PM
3375 Sonoma Blvd, Suite 30, Vallejo, CA

Minutes

Commissioners present via Zoom videoconferencing: Chair Erin Hannigan, Jennifer Barton, Lisette Estrella-Henderson, Amy Fabi, Neely McElroy

Chair Hannigan called the meeting to order at 3:04 PM

I. Public Comment

No public comment

II. Consent Calendar

Motion:

A. Approve the October 19, 2022 Commission Meeting Agenda

B. Approve the August 17, 2022 Commission Meeting Minutes

C. Adopt Resolution 2022-14 authorizing remote teleconference meetings under the State of California Proclaimed State of Emergency issued March 4, 2020, and pursuant to AB 361 requirements, for a term of October 19, 2022 to November 18, 2022.

Consent Calendar moved by Commissioner Barton; Seconded by Commissioner Estrella-Henderson

Approved 5-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, McElroy, Hannigan

Nay: None

Abstain: None

III. Recognition of Service

Motion: Adopt Resolution 2022-15 in acknowledgment and appreciation for 9 years of significant contributions by Megan Richards, Deputy Director of the First 5 Solano Children and Families Commission

Commissioners presented sections of Resolution 2022-15, honoring former First 5 Deputy Director Megan Richards and acknowledged her dedication, ample contributions, and extensive proficiency in fiscal reporting and contracting.

Approved 5-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, McElroy, Hannigan

Nay: None

Abstain: None

IV. Public Hearing: FY2021/22 Annual Audit

Motion: Approve the FY2021/22 First 5 Solano Audit

Former Deputy Director Richards introduced Eide Bailey's James Ramsey, lead partner on First 5 Solano's (F5S) Annual Audit. Mr. Ramsey noted that F5S had a clean audit, had more consistent financial statements, and no internal compliance issues.

**Public Hearing: FY2021/22 Annual Audit moved by Commissioner Barton;
Seconded by Commissioner Fabi**

Approved 5-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, McElroy, Hannigan

Nay: None

Abstain: None

V. Public Hearing: FY2021/22 Annual Report

Motion: Approve the First 5 Solano submission to First 5 CA for the FY2021/22 Annual Report

First 5 Solano Program Manager Lorraine Fernandez presented on the FY2021/22 Annual Report. Each year every First 5 is required by law to submit their annual report to the legislature, which includes their achievements and activities for the previous fiscal year, including performance measures and impact, systems change update, fiscal, and demographics. F5S uses results based accountability to monitor progress, such as "How much did we do?" "How well did we do it?" and "Is anyone better off?". In terms of demographics, 12,828 residents received services; 7,059 were children 0-5, 4,503 were parents or caregivers, and 1,266 were providers. Those more likely to receive services were Black or Hispanic. Some initiatives and programs that F5S helped fund include PPP, Help Me Grow, the Vallejo First 5 Center, early childhood mental health treatment, and summer pre-k academies.

Kim Gillette, of Applied Survey Research, presented on the Early Childhood Systems Change Update. F5S uses strategic framework to improve the lives of young children and their families. Included in this are 4 priority areas: Health and Well-Being, Early Childhood Learning and Development, Family Support and Parent Education, and Systems Change. The goal of the Systems Change priority was to improve early childhood systems by assessing how the existing systems could be strengthened, integrated, expanded, and sustained. This will now segue into the goal of being strong, integrated, sufficiently resourced, and equitable. Systems are strengthened by increasing capacity of providers, systems are integrated by resource sharing, referral, and collaboration, systems are expanded and sustained with financial resources and policy/legislative change, and systems are equitable by providing resources in most needed areas and prioritizing efforts to address inequities related to race, geography, and socio-economic status.

**Public Hearing: FY2021/22 Annual Report moved by Commissioner Barton;
Seconded by Commissioner Fabi**

Approved 5-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, McElroy, Hannigan

Nay: None

Abstain: None

VI. Draft Reserve Policy

Motion: Consider a recommendation from the Policy and Oversight Committee to approve a Commission Reserve Policy

First 5 Solano Executive Director presented on the Draft Commission Reserve Policy, previously introduced to Policy and Oversight Committee. Barring the current obligations against it, the current reserve sits at \$13M (with obligations accounted for, the reserve sits at approximately \$9.375M). Should the Draft be approved, policy would dictate that if reserve falls below \$5M, future spending plans would need to be conservative so as to build the reserve back up to at least \$5M. If reserves go over \$8M, a spending plan would be implemented.

**Public Hearing: Draft Reserve Policy moved by Commissioner Estrella-Henderson;
Seconded by Commissioner McElroy**

Approved 5-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, McElroy, Hannigan

Nay: None

Abstain: None

VII. Draft 2023 Long Term Financial Plan

ED Harris presented on First 5 Solano's Long Term Financial Plan (LTFP), which takes into account that Prop 10 funding is not declining as rapidly as once thought, interest is no longer a significant source of revenue, new revenue from the tax on e-cigarettes (SB 395), and there are new resources (Transitional Kindergarten) to invest in. The LTFP is designed to communicate the Commission's long-term approach to funding (which provides framework for the Program Investment Plan and budget), LTFP outlines appropriations by category and does not obligate Commission, the Financial Model is updated annually and any proposed changes must be approved by full Commission. The LTFP assumes that revenues will include Proposition 10, interest income, unexpended program funds, and miscellaneous or other funds. Expenditures will include program, administration, and evaluation services. Reserves will be handled via the Reserve Spending Plan.

VIII. Draft 2023 Program Investment Plan

ED Harris presented on the remaining programs (in Priorities 1-3) in the Program Investment Plan. Per the previous Commission meeting, Commissioners agreed to

allocate \$160,000 for Annual Grants, \$100,000 for Perinatal Services for Black Moms, \$55,000 for the Beck Avenue Head Start site, and \$100,000 for school readiness, thus leaving \$92,000 remaining to potentially allocate to 4 programs (EPSDT-Mental Health Treatment, Raising a Reader, Family Support in Rio Vista, and Diaper Bank). Kim, of ASR, asked Commissioners to rank their choices of who to allocate to and Commissioners ranked as follows: 1. EPSDT Mental Health (amount recommended is \$50,000), 2. Family Support in Rio Vista (amount recommended is \$42,000), 3. Diaper Bank, and 4. Raising a Reader.

IX. Executive Director's Report

ED Harris reports that at the next Commission meeting, scheduled for December 14th, 2022, a new slate will be presented for Commission Chair and Vice Chair. Chair and Vice Chair are based on seniority and proposed Chair is Commissioner Wanberg while Vice Chair will be Commissioner Fabi.

X. Commissioner Remarks

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

The next Commission meeting will be held on December 14th, 2022 at 3:00PM via teleconference. Support staff located at 3375 Sonoma Boulevard, Suite 30, Vallejo. Future agenda items include: Long Term Financial Plan and Program Investment Plan Approval, Committee Report, 2023 Slate of Officers, Legislative Platform

Adjourn

Chair Hannigan adjourned the meeting at 5:10 PM.

Caitlin Brakefield, Office Assistant III

Approved:

Two handwritten signatures in blue ink. The first signature is a cursive 'CBA' and the second is a cursive 'D' followed by a long horizontal line.