

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

December 14, 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, Jerry Huber, Tiffanee Jones, Neely McElroy, Nimat Shakoor-Grantham, Tyffany Wanberg (joined at 3:10 PM)

Chair Hannigan called the meeting to order at 3:00 PM

I. Public Comment

No public comment

II. Consent Calendar

Motion:

A. Approve the December 14, 2022 Commission Meeting Agenda

B. Approve the October 19, 2022 Commission Meeting Minutes

C. Approve the FY2023/24 Commission Meeting Calendar

D. Adopt Resolution 2022-16 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 December 14, 2022 to January 13, 2023.

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

Approved 8-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, Huber, Jones, McElroy, Shakoor-Grantham, Hannigan

Nay: None

Abstain: None

III. Election of 2023 First 5 Solano Commission Officers

Motion: Approve the appointment of Tyffany Wanberg as 2023 Chair and Amy Fabi as 2023 Vice-Chair of the First 5 Solano Commission

First 5 Solano Executive Director Michele Harris forwarded to Commissioners consideration of Vice-Chair Tyffany Wanberg appointed to Chair and Commissioner Amy Fabi appointed to Vice-Chair for 2023.

Election of 2023 First 5 Solano Commission Officers moved by Commissioner Shakoor-Grantham; Seconded by Commissioner Huber

Approved 8-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, Huber, Jones, McElroy, Shakoor-Grantham, Hannigan

Nay: None

Abstain: None

IV. Positive Parenting Awareness Month Resolution

Motion: Approve Resolution #2022-17 recognizing January 2023 as "Positive Parenting Awareness Month" in Solano County

First 5 Solano Health Education Specialist Kwiana Algere presented Resolution 2022-17, recognizing January 2023 as Positive Parenting Awareness Month in Solano County. Ms. Algere explained that Positive Parenting Awareness Month is meant to recognize the importance that parents and caregivers play in our children's lives.

Positive Parenting Awareness Month Resolution moved by Commissioner Estrella-Henderson; Seconded by Commissioner Jones

Approved 9-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, Huber, Jones, McElroy, Shakoor-Grantham, Wanberg, Hannigan

Nay: None

Abstain: None

V. Financial Plans Approval

Motion: Approve the 2023 Long-Term Financial Plan and 2023-2028 Program Investment Plan

Susan Brutschy, of Applied Survey Research, presented First 5 Solano's Long Term Financial Plan and Program Investment Plan. The Long-Term Financial Plan (LTFP) is meant to provide long-term policies and projections for funding priorities and key functions include: forecasts funding by type of revenue or expense, quantifies amount of program investment each year, establishes policies on use of financial resources. The LTFP is meant to encompass planning for 10 years. The Program Investment Plan (PIP) communicates how funds will be allocated toward strategies that contribute to strategic goals and results and key functions include: reviews recent allocations against LTFP policies, directs program investment funds to initiatives aligned with strategic priority areas, goals, and results, and provides a timeline for funding. The PIP is meant to align with the Strategic Plan and generally lasts 5 years.

First 5 Solano ED Harris discussed the next steps that the Commission needs to take in

regards to these plans; beginning in January 2023 solicitations for services occurs, in March 2023 the Commission budget will be approved, in April of 2023 the Commission will consider funding awards and contract negotiations will begin, in July 2023 services will begin.

Financial Plans Approval moved by Commissioner Estrella-Henderson; Seconded by Commissioner Wanberg

Approved 9-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, Huber, Jones, McElroy, Shakoor-Grantham, Wanberg, Hannigan

Nay: None

Abstain: None

VI. Legislative Platform Approval

Motion: Approve the First 5 Solano 2023 Legislative Platform

First 5 Solano Program Manager Lorraine Fernandez presented on the 2023 Legislative Platform. In preparing the 2023 Legislative Platform, First 5 Staff reviewed the 2022 Legislative Platform, reviewed the Solano County Federal and State level 2023 Platforms as well as the Policy Platform from the First 5 Association. One change made to the 2023 Platform is the narrative, in which the impacts of Proposition 31 (the ban of flavored tobacco) are discussed and how additional resources can be increased. Early estimates of this ban indicate \$300,000 per year financial loss for the Commission.

Legislative Platform Approval moved by Commissioner Wanberg; Seconded by Commissioner Jones

Approved 9-0-0

Yea: Commissioners Barton, Estrella-Henderson, Fabi, Huber, Jones, McElroy, Shakoor-Grantham, Wanberg, Hannigan

Nay: None

Abstain: None

VII. California "State of Emergency" Ends

First 5 Solano Deputy Director Denise Winters discussed the forthcoming end to the State of California's Covid-19 State of Emergency. As a result, this will resume in person meetings effective March 1, 2023. As such, the Commission's next meeting will resume at First 5 Solano (3375 Sonoma Boulevard, Suite 30 Vallejo). There will be some caveats, including under special circumstances if a Commissioner is unable to attend in person and has notified ED Harris, Commissioner may miss up to 3 meetings per calendar year but a quorum must still be present.

VIII. Executive Director's Report

ED Harris noted that First 5 Solano received a visit from the Grand Jury, which mainly consisted of questions regarding the First 5 Center. Also of note, Kern County First 5 reached out and asked for a presentation from F5S to discuss what work F5S has accomplished. Lastly, First 5's Kwiana Algere presented on the 2023 calendars.

IX. Commissioner Remarks

Commissioner Fabi remarked that F5S' 2023 calendars turned out beautifully, which was seconded by Commissioner Wanberg.

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

The Commission Meeting regularly scheduled for January 18, 2023 is cancelled. The next Commission meeting will be held on March 15, 2023 at 3:00PM at 3375 Sonoma Boulevard, Suite 30, Vallejo. Future agenda items include: Proposed Budget, Committee Report

Adjourn

Chair Hannigan adjourned the meeting at 3:58 PM.

Caitlin Brakefield, Office Assistant III

Approved:

Two handwritten signatures in blue ink. The first signature is on the left and the second is on the right, both appearing to be in cursive.