

**JOINT MEETING OF  
FIRST 5 COMMISSION OF SAN DIEGO  
AND TECHNICAL AND PROFESSIONAL ADVISORY COMMITTEE  
1495 Pacific Highway, Suite 202 MS A-211  
San Diego, CA 92101-2417  
(619) 230-6460**

**Commissioners Present:**

Dianne Jacob, Incoming Chair  
Greg Cox, Outgoing Chair  
Nick Macchione  
Carol Skiljan

**Commissioners Excused:**

Dr. Wilma Wooten  
Charlene Tressler

**Staff Present:**

Laura Spiegel, Executive Director  
Grace Young, Contracts & SR Program Manager  
Lynn Eldred, Program & Evaluation Manager  
Martin Cherry, Operations Manager  
David Smith, Sr. Deputy County Counsel  
Tale Halse, Incoming Policy Adviser  
Maddy Morris, Outgoing Policy Adviser

**TPAC Members Present:**

Kristin Gist  
Ruth Newton  
Michael Carr  
Phillip Ziring  
Lindsey Wade  
Gene Nathan  
Annamarie Martinez  
Ron Plotkin  
Linda Scarpa  
Patricia Sinay  
Mark Foreman  
Fran Butler-Cohen  
Jack Luomanen  
Debbie Macdonald

**Minutes, January 12, 2009**

**1. Call to Order and Introductions**

Chairwoman Jacob called the joint meeting of the First 5 Commission of San Diego and the Technical and Professional Advisory Committee (TPAC) to order at 2:19 p.m. Introductions were made by the incoming and outgoing Commission chairpersons, the current and new TPAC members and Commission staff.

**2. Approval of Commission Meeting Minutes – December 16, 2008**

**ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission approved the minutes of December 16, 2008.**

<b>AYES:</b>	<b>Jacob, Skiljan, Macchione</b>
<b>ABSENT:</b>	<b>Wooten, Tressler</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>NOES:</b>	<b>None</b>

**3. Opportunity for Public Comments**

There were no public comments.

**4. Formation of the Consent Calendar**

**ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission approved the formation of the consent calendar with Action Items 5 and 6 approved on consent.**

<b>AYES:</b>	<b>Jacob, Skiljan, Macchione</b>
<b>ABSENT:</b>	<b>Tressler, Wooten</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>NOES:</b>	<b>None</b>

**5. Innovative Grants: Recommendations for Award**

**ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission**

**1) Found that the proposed grant activity is consistent with the Commission's Strategic Plan, furthers the support and improvement of early childhood development within the County and provides a public benefit.**

- 2) Received and approved the recommendation to award a contract for up to \$44,000 to Riding Emphasizing Individual Needs & Strengths (REINS). This one-year innovative project will be implemented during two fiscal years, FY 2008-09 and FY 2009-10. Approving this recommendation also authorized the County Auditor and Controller to issue payments for this contract in both fiscal years.
- 3) Authorized the Commission Executive Director or her designee to negotiate and execute the contract with REINS.

**AYES:** Jacob, Skiljan, Macchione  
**ABSENT:** Tressler, Wooten  
**ABSTAIN:** None  
**NOES:** None

**6. Annual Appointment of Commission Officers**

**ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission**

- 1) Accepted Chairwoman Jacob's nomination of Commissioner Carol Skiljan to serve as Vice Chair of the Commission for the 2009 calendar year.
- 2) Accepted Chairwoman Jacob's nomination of Commissioner Charlene Tressler to serve as the Secretary of the Commission for the 2009 calendar year.

**AYES:** Jacob, Skiljan, Macchione  
**ABSENT:** Tressler, Wooten  
**ABSTAIN:** None  
**NOES:** None

**7. Commission and TPAC 2009 Meeting Calendar**

Chairwoman Jacob suggested having monthly meeting dates on the Commission's calendar since it is easier to cancel a meeting than to add one. A more extensive, in-depth meeting on the Commission's Strategic Plan is scheduled for February 26 from 2 p.m. to 5 p.m.; the location is to be determined. TPAC members and interested members of the public are invited to the meeting. Topics for discussion: 1) the Strategic Plan; and 2) the Personnel Committee Report.

**ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission approved the 2009 Commission and TPAC meeting calendar, as modified.**

**AYES:** Jacob, Skiljan, Macchione  
**ABSENT:** Tressler, Wooten  
**ABSTAIN:** None  
**NOES:** None

**8. 2008 Year in Review and Recognition of Outgoing Commission and TPAC Members**

Executive Director Spiegel presented the highlights of the Commission's accomplishments in 2008 and a brief overview of what lies ahead for 2009. She said that the Commission sustained, maintained, and stabilized services with multi-year encumbrances and responded to the State budget crisis by strengthening the safety net services for children 0-5 and their families. The successes, accomplishments, and results from the following Commission initiatives and other special projects were highlighted: Health and Developmental Services, Healthcare Access, Oral Health, School Readiness, Preschool for All, First 5 for Parents, 211, and the Public Awareness Campaign. In addition, an overview of the work completed to date for the Contract Management and Evaluation Data System (CMEDS) database, Fluoridation, KidSTART, and the Strategic Plan was presented.

Outgoing Chair Greg Cox was presented with a plaque of appreciation for his support and leadership in the past year. Supervisor Cox acknowledged his colleagues and thanked them for their commitment to the First 5 Commission's work. He expressed appreciation for the TPAC members whose expertise, input and guidance helped the Commission achieve its goals. He also thanked the Commission staff and Maddy Morris for their support in the past year and welcomed incoming Commission Chairwoman Dianne Jacob.

**Staff Recommendation:** None. For information only.

## 9. Strategic Planning

Lauren Chin introduced Carolyn Verheyen and Andrew Pendoley of MIG, Inc., the Commission's strategic planning consultants. Ms. Verheyen reported that the planning process, led by MIG, received significant input from an advisory team composed of the following key stakeholders: Commissioners, TPAC members, Commission staff, and community members with expertise and knowledge in early childhood development and community needs. Ms. Verheyen provided an overview of the work completed to date, presented the proposed strategic plan framework, described the planning process for completing the strategic plan, and received feedback from the Commission and TPAC members on the draft strategic plan framework. The strategic planning process is currently in Phase II: Community Needs Assessment. Six focus groups (three in Spanish) will be held and web surveys geared toward parents and providers will be launched. Other providers and contractors will be included in the web surveys. TPAC will be engaged in the next phase: Strategic Plan Development and Adoption. Ms. Verheyen concluded by saying that the target date to draft the strategic plan is June 30, 2009.

### Discussion:

- Core Functions, second bullet: "Advocating for policy change at the local, state and national levels." When you say core function, it is a direction to staff. First 5 California and the State Association advocate for local commissions; need to focus attention at the State and local levels.
- The American Academy of Pediatrics is a national entity and policy change is done at the national level. It helps to let them know what is happening locally.
  - Suggested leaving "national" for now and discussing further at the February 26 workshop.
- Core Functions, third bullet: add "leveraging" to read, "Acting as a catalyst and leader for coordinating, integrating and leveraging existing resources."
- On document B-2, add "Accountability" to the Results Value.
- When making a presentation on programs being funded, make sure the following are addressed:
  - How does a particular program link back to the strategic plan?
  - What are the program's specific outcome measures? Numbers don't tell anything. They never tell how effective programs and services have been. Contracts should include measurable outcomes as part of accountability.
- The mention of "Special Needs Children" is implied but not specific. It calls for an explicit statement somewhere, maybe under "Inclusion."
- In what ways is the current economic climate impacting the strategic plan's proposed outcomes?
- Is there sufficient emphasis on the prenatal period? There is a lot to talk about regarding the prenatal stage and what goes into it.
- There is a need to have measurable outcomes.
- First 5 Commissions should not be looked at as grant-making entities; their core functions are more than that.
- In addition to needs assessment, include assets assessment.
- Phillip Ziring, a TPAC member who is new to San Diego expressed interest in getting information on child health data, i.e., the premature birth rate, etc. It was mentioned that the San Diego County Report Card on Children and Families is a good resource and will be sent to TPAC Member Ziring.
- Extent of outreach activities: Include a list of who you are outreaching to; the different regions your outreach efforts are targeting, i.e., school districts; and what groups you are seeking information from.

**Staff Recommendation:** None. For information only.

## 10. and 11. Executive Director Monthly Report and Commission Updates

Chairwoman Jacob asked that the Executive Director Monthly Report and Commission Updates be combined into one agenda item. Staff was directed to list updates including any back-up materials under the Executive Director Monthly Report.

Executive Director Spiegel reported that it is possible that Prop 10 funds may be untouched by the State although the Governor has proposed adoption of the State Legislative Affairs Office's recommendation to eliminate the First 5 Commission of California and cut 50% of the funds for the local commissions. His proposal redirects all State funds and 50% of county funds to support children's programs administered by the State Department of Social Services. Voters may have to approve the proposal. This is not likely to affect local reserves. Senator Steinberg's bill proposes to expand healthcare coverage universally. State Association staff is directly working with Senator Steinberg's staff to explore this opportunity for partnership.

**Staff Recommendation:** None. For information only.

**12. Future Agenda Items**

Chairwoman Jacob thanked Executive Director Spiegel and staff for sending the agenda materials out in a timely manner. For the information of new TPAC members and the public, the agenda and any back-up materials must be posted four business days prior to the meeting. This will give the Commissioners and TPAC members time to review the materials and provide feedback. Chairwoman Jacob asked staff to include "Chair's Report" and "Finance Report" as standing Commission agenda items.

Agenda items for the special Commission meeting on February 26 include: 1) Strategic Planning Workshop; and 2) Personnel Committee Report.

The agenda for the Commission meeting in March include presentations on: 1) National Children's Study; and 2) Preschool for All.

**13. Adjournment**

Chairwoman Jacob adjourned the joint meeting of the Commission and TPAC at 3:50 p.m., noting that a special Commission meeting to discuss the Strategic Plan is scheduled for February 26, from 2 p.m. to 5 p.m. (location to be determined). TPAC members and interested members of the public are invited.

The next TPAC meeting is February 23, from 2 p.m. to 4 p.m., at the County Administration Center, Rooms 302/303, 1600 Pacific Highway, San Diego, CA 92101

Notes by: Nila Breuhan

Respectfully submitted for your review and approval:

\_\_\_\_\_  
Charlene Tressler, Secretary

\_\_\_\_\_  
Date