

FIRST 5 COMMISSION OF SAN DIEGO
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(619) 230-6460

Commissioners Present:

Dianne Jacob, Chairwoman
Carol Skiljan, Vice Chair
Nick Macchione, Commissioner

Staff Present:

Joan Zinser, Interim Executive Director
Grace Young, Contracts & School Readiness Program Manager, F5SD
Lynn Eldred, Program & Evaluation Manager, F5SD
Martin Cherry, Operations Manager, F5SD
David Smith, Sr. Deputy County Counsel, County of San Diego
Tale Halse, Policy Advisor, Chairwoman Jacob's office

Members Excused:

Dr. Wilma Wooten, Commissioner

Minutes for June 3, 2009

Call to Order and Introductions

Chairwoman Jacob called the meeting of the First 5 Commission of San Diego to order at 2:04 p.m.

Approval of Commission Meeting Minutes – April 27, 2009

ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission approved the minutes of April 27, 2009

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

Opportunity for Public Comments

There were no public comments on non-agenda items.

Chairwoman Jacob informed the Commission that she received a letter on May 31, 2009 from Charlene Tressler resigning from the Commission due to health reasons.

Chairwoman Jacob noted a recent newspaper article alleging Commission issues concerning conflict of interest. The Chairwoman reminded Commissioners about their responsibility to ensure they do not have a "personal financial interest" on any agenda item they vote on. Chairwoman Jacob asked Commission staff to do a review of the advisory committees to the Commission with regard to any potential conflict of interest or appearance of conflict of interest. She also asked staff to review contracts to see if any sitting members of these advisory committees have contracts with the Commission and recommend policy changes if necessary.

Consent Calendar

ON MOTION OF Commissioner Skiljan, seconded by Commissioner Macchione, the Commission approved formation of the consent calendar with items #1 and #5 approved on consent.

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

1. Sunset Review of Policies

ON MOTION OF Commissioner Skiljan, seconded by Commissioner Macchione, the Commission adopted the Commission policies on: Commission Funding Process F5C-003, Executive Director Signatory Authority F5C-008, Guidelines for Authorizing Research Using Commission Resources F5C-019, Guidelines for Human Subject Protection and Data Security for Research and Evaluation Activities F5C-020, and Contract Extensions F5C-021. The Commission set the sunset date of June 2012 for each policy.

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

2. **Strategic Planning Progress Report**

Interim Executive Director Zinser gave a brief overview of the Prop 10 statute and the requirements of First 5 Commissions. The commission must adopt a strategic plan for the support and improvement of early childhood development that is consistent with the provisions of the statute. The purpose of the strategic plan is to guide the Commission's investment decisions at the strategic level for the next 5 years.

Ms. Zinser reported that a number of inherited challenges have affected the current planning process, including consistently changing scenarios, the state budget crisis and the potential passage of Prop 1D. She also stated that the state budget crisis is likely to severely impact essential services and programs affecting young children.

Carolyn Verheyen of MIG, Inc., the Commission's strategic planning consultant, gave a presentation on the strategic plan.

Tom Altmayer, also with MIG, discussed the list of strategies that were considered, but not recommended by the planning team given the Commission's desire for a more focused approach.

Commissioner Macchione acknowledged the strategic planning team, the Technical and Professional Advisory Committee (TPAC), and the people who provided input for the Strategic Plan. He strongly recommended that the planning team and the TPAC reconsider including Healthcare Access in the plan as well as more intensive model for home visitation, including beginning at the prenatal stage. He recommended examining other models.

Chairwoman Jacob thanked the strategic planning team. The Chairwoman clarified that services provided by 211 were included in the strategy addressing parent and public education about the availability of services. She requested that the strategic planning team and TPAC consider the two areas noted by Commissioner Macchione (healthcare access and home visitation) as well as whether to include a strategy addressing urgent critical needs due to the current economic situation and state budget problems. Such a strategy could supplement existing services in areas such as Immunizations and Healthy Families.

Chairwoman Jacob excused herself from the Commission meeting to attend a region wide meeting with city officials. Vice Chair Skiljan continued with the meeting and called for public comments. The meeting no longer had a quorum. Documentation of public comments were provided to all Commissioners not present.

Opportunity for public comments

Tara Milbrand, Associate Director for the American Academy of Pediatrics Reach Out and Read San Diego Program, noted that the Strategic Plan is unclear where early literacy fits into School Readiness. She also talked about the benefits of early literacy.

The following individuals spoke in support of the Newborn Home Visiting program:

Cindy Bennett – Registered Nurse and lactation consultant with the Welcome Home Baby program
Mary Bussen – clinical supervisor for the Welcome Home Baby program
Jan Cammock – Registered Nurse at Sharp Mary Birch Hospital
Nancy Chandler – Registered Nurse and member of the Welcome Home Baby program
David Golembeski – Medical Director of the Welcome Home Baby program
Susan Hedges – child health researcher at SDSU
Cindy Linder – Pediatric Register Nurse, Welcome Home Baby program
Sharon McCormack – Register Nurse, Case manager for the Neonatal Intensive Care Unit (NICU) at Sharp Mary Birch Hospital
Risa Demetrio – Registered Nurse for the Neonatal Intensive Care Unit (NICU) at Sharp Mary Birch Hospital
Mary Ann Jones – Registered Nurse at Sharp Mary Birch Hospital

Staff Recommendation: None. For information only.

3. **Finance Committee Report**

The Finance Committee Chair, Michael Carr, gave an update on the Commission's financial status as of April 30, 2009, and presented the year-to-date balance sheet. These documents were reviewed by the Finance Committee at its May 26, 2009 meeting.

Staff Recommendation: None. For information only.

4. Proposed Budget for FY 2009-10

Staff member Martin Cherry presented draft #2 of the Commission's FY 2009-10 budget for the Commission's review and approval. The budget was zero based and rebuilt from the ground up. In his presentation, Mr. Cherry highlighted the variances from the original FY 2008-09 budget, and the variances between drafts as compared to the FY 2008-09 budget. The proposed draft was reviewed by the Finance Committee at its meeting on May 26, 2009.

Chairwoman Jacob and Commissioner Macchione acknowledged the Interim Executive Director Zinser and Commission staff members for the hard work they put into the budget.

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

- 1) Found that the proposed budget for FY 2009-10 is consistent with the Commission's Strategic Plan, further the support and improvement of early childhood development within the County and provide a public benefit.
- 2) Approved the Commission's FY 2009-10 budget.

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

5. Oral Health Initiative Contract Amendment

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

- 1) Found that the proposed contract amendment 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) Authorized the Executive Director or designee to amend the contract with the Community Clinics Health Networks for FY 2009-10 by an additional \$1,080,500 to expand oral health services for children and pregnant women provided as part of the Oral Health Initiative.

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

6. Executive Director Monthly Report

The Commission was provided with a written status report of Commission activities including pertinent updates on current projects and contracts.

7. Future Agenda Items

- 10-year Long Range Financial Plan public hearing and approval

8. Adjournment

Vice Chair Skiljan adjourned the meeting of the First 5 Commission of San Diego at 3:30 p.m. The next Commission meeting is scheduled for June 29, 2009.

Respectfully submitted for your review and approval: