

**FIRST 5 COMMISSION OF SAN DIEGO**  
**1495 Pacific Highway, Suite 202 MS A-211**  
**San Diego, CA 92101-2417**  
**(619) 230-6460**

**Commissioners Present:**

Dianne Jacob, Chairwoman  
Carol Skiljan, Vice Chair  
Sandra McBrayer, Secretary  
Nick Macchione  
Dr. Wilma Wooten

**Staff Present:**

Joan Zinser, Interim Executive Director  
Grace Young, Contracts & School Readiness Program Manager  
Lynn Eldred, Program & Evaluation Manager  
Martin Cherry, Operations Manager  
Stephen Magruder, Sr. Deputy County Counsel  
Tale Halse, Policy Advisor

**Minutes for September 11, 2009**

**Call to Order and Introductions**

Chairwoman Jacob called the meeting of the First 5 Commission of San Diego to order at 2:05 p.m. Interim Executive Director Zinser introduced Barbara Jiménez as the new Executive Director for the First 5 Commission effective September 14, 2009.

**Approval of Commission Meeting Minutes – August 17, 2009**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Macchione, the Commission approved the minutes of August 17, 2009.**

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

**Opportunity for Public Comments**

No public comments

**Commissioner Recusal Reminder**

Chairwoman Jacob reminded the Commissioners to recuse themselves from voting on any agenda item that has a real or perceived conflict of interest.

**Consent Calendar**

**Commissioner Macchione recused himself from voting on items #1 (recommendation 3), #3, and # 6.**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Skiljan, the Commission approved formation of the consent calendar with items 3, 4, and 5 approved on consent.**

**AYES:** Items 3, 4, and 5: Jacob, Skiljan, McBrayer  
Items 4 and 5: Macchione  
**ABSENT:** Wooten  
**ABSTAIN:** Macchione (item 3)  
**NOES:** None

**1. 5-Year Program Allocation Plan**

Commissioner Macchione recused himself from discussion and voting on the 5-Year Allocation Plan, recommendation #3.

Interim Executive Director Zinser reported that last month, the Commission approved a 10 year funding plan which included estimates of anticipated revenues and transferred dollars from the sustainability reserve. She noted that over the 10 year period, Prop 10 revenues are expected to drop from \$32 million to \$20 million. Sustainability funds will be exhausted by FY 2017-18 and funding available for programs will drop 70% from

\$63 million to \$18.6 million. The Commission will remain flexible in its funding investment to leverage additional funding and to capture potential opportunities ahead depending on the State's economic turnaround and future investments in young children.

(Dr. Wooten arrived at this time).

Commission staff Martin Cherry gave a presentation on the 5-Year Allocation Plan. He stated that the plan takes the amounts approved in the 10-year plan for fiscal years 2009-10 to 2014-15 and allocates the funding into a 5-Year Program Allocation Plan under the areas of Health, Learning, Community, Family, and Emerging Critical Needs.

#### Public Comments

Karen Shelby - YMCA CRS spoke in favor of retaining funding for the CARES program.

#### **ON MOTION OF Commissioner McBrayer, seconded by Commissioner Skiljan, the Commission**

- 1) **Approved the 5-Year Program Allocation Plan.**
- 2) **Approved a budget adjustment to the current FY 2009-10 budget to add \$3.9 million for Emerging Critical Needs from the Sustainability Fund.**
- 3) **Authorized \$2.1 million of budgeted appropriations for KidSTART this year to be used for Emerging Critical Needs making this line item \$6.0 million in the budget.**

**AYES:** Jacob, Skiljan, McBrayer

**ABSENT:** None

**ABSTAIN:** Macchione (recommendation #3), Wooten (recommendation #3)

**NOES:** None

#### **2. Recommended Changes to Policy F5C-009 Supplantation**

Interim Executive Director Zinser reported that Commission staff reviewed the supplantation policy and recommended changes to the policy to provide the Commission with greater flexibility in responding to emerging and emergency community needs.

Stephen Magruder from County Counsel gave a brief explanation about the State law regarding the First 5 Commission funds in response to questions from Chairwoman Jacob. Counsel Magruder stated that the proposed changes are consistent with State law.

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

- 1) **Adopted the updated Commission Policy on Supplantation F5C-009.**
- 2) **Set the sunset review date of September 2012.**

**AYES:** Jacob, Macchione, Skiljan, Wooten, McBrayer

**ABSENT:** None

**ABSTAIN:** None

**NOES:** None

#### **3. KidSTART Center Funding**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Skiljan, during the formation of the consent calendar, the Commission:**

- 1) **Found that the allocation 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 her designee to negotiate and execute a funding agreement with HHS, Child Welfare Services for up to \$5.0 million project length budget for FY 2009-10 through FY 2014-15, and encumber up to \$500,000 for FY 2009-10, and obligate funds for five additional option years:**
  - ◆ **Up to \$1,200,000 will be approved for FY 2010-11 from that year's budget;**
  - ◆ **Up to \$1,200,000 will be approved for FY 2011-12 from that year's budget;**
  - ◆ **Up to \$900,00 will be approved for FY 2012-13 from that year's budget;**
  - ◆ **Up to \$700,000 will be approved for FY 2013-14 from that year's budget;**
  - ◆ **Up to \$500,000 will be approved for FY 2014-15 from that year's budget.**
- 3) **Funding will be treated as project length budgeting as each option year is authorized allowing prior year funding not spent to be rolled over to the current year.**

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

**4. TPAC Appointment**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Skiljan, during the formation of the consent calendar, the Commission accepted and approved the appointment of Ms. Martha Trevisan, District 3 to TPAC for the period of September 2009 through December 2011.**

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

**5. Oral Health Project - Release of Solicitation**

**ON MOTION OF Commissioner McBrayer, seconded by Commissioner Skiljan, during the formation of the consent calendar, the Commission:**

- 1) Found that contracting services for an Oral Health Initiative countywide coordinator is consistent with the Commission's Strategic Plan, furthers the promotion of a child's healthy physical and emotional development.**
- 2) Authorized the Executive Director to work with the County Director of Purchasing and Contracting, to release a competitive solicitation for countywide coordination of the Oral Health Initiative.**
- 3) Approved up to \$13M for a five-year, multi-year contract for FY 2010-11 through FY 2014-15 from the Commission's allocations for the Oral Health Initiative. Authorized a project length budget and contract for the Oral Health Initiative countywide coordinator.**

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

**6. Emerging Critical Needs**

Commissioners Macchione and Wooten recused themselves from discussion and voting on the Emerging Critical Needs.

Interim Executive Director Zinser reviewed state statute governing local First 5 Commission's discretion, authority, and flexibility in designing delivery systems. She noted state budget cuts in July eliminated services identified as key existing programs in our Strategic Plan. She also noted Child Welfare Services had redesigned and enhanced services for children 0 through 5. For each of the three programs proposed for funding Chairwoman Jacob asked the Interim Executive Director Zinser and County Counsel Magruder to confirm that each recommendation was consistent with the Strategic Plan and supplantation policy. They affirmed the programs met the criteria. In addition, Interim Executive Director Zinser again stated that the Child Welfare Services proposal was an enhancement and redesign of services.

Public Comments

The following individuals spoke in support of the San Diego Adolescent Pregnancy and Parenting Program (SANDAPP):

Shirley Culver, Program Manager of the Mental Health Resource Center  
Cindy Grossman, Supervisor of SANDAPP  
Jennifer Hernandez, parent

Rhonda Freedman, Community Health and Program specialist for the Health and Human Services Agency, gave a brief overview of the Black Infant Health program, responding to questions asked by Chairwoman Jacob.

Debra Zanders-Willis, Deputy Director of the Health and Human Services Agency, gave a brief overview of the proposed enhancement project to the Child Welfare Services, responding to questions asked by Chairwoman Jacob.

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

- 1) Found that the proposed grant activities are 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 and awarded up to \$203,290 for FY 2009-10 to the County of San Diego, Health and Human Services Agency, Public Health Services for the Black Infant Health Program. And authorized the Commission's Executive Director or her designee to negotiate and execute the funding agreement with the County of San Diego, Health and Human Services Agency, Public Health Services.**
- 3) Approved and awarded up to \$720,000 for FY 2009-10 to the San Diego Unified School District for the San Diego Adolescent Pregnancy and Parenting Program. And authorized the Commission's Executive Director or her designee to negotiate and execute the contract with the San Diego Unified School District.**
- 4) Approved and awarded up to \$3,000,000 for FY 2009-10 to the County of San Diego, Health and Human Services Agency, Child Welfare Services for the Early Childhood Welfare Project. Authorized staff to encumber funds for FY 2009-10 and obligate funds for two additional option years: up to \$3,000,000 is approved for FY 2010-11 from that year's budget, and up to \$3,000,000 is approved for FY 2011-12 from that year's budget for a potential total of up to \$9,000,000 over three years. The need to fund this effort will be reassessed on an annual basis. Funding will be treated as project length budgeting as each option year is approved allowing unspent prior year funding to be rolled over to the current year. And authorized the Commission's Executive Director or her designee to negotiate and execute the funding agreement with the County of San Diego, Health and Human Services Agency, Child Welfare Services.**

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

**7. Executive Director Monthly**

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

Interim Executive Director Zinser noted the contributions and commitment of Commission staff. She thanked them for their support and stated that it was a pleasure serving as the Interim Executive Director for the First 5 Commission.

**8. Future Agenda Items**

- ◆ Approval of the CPA audit for FY 2008 – 09.
- ◆ Approval of the State Annual Report.
- ◆ Approval of the solicitation request for the Healthy Development Services.

**9. Adjournment**

Chairwoman Jacob adjourned the meeting of the Commission at 3:07 p.m. to reconvene on October 5, 2009.

Respectfully submitted for your review and approval:

Notes by: Rosa Lemus

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Sandra McBrayer

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Date