

**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  
Nick Macchione  
Dr. Wilma Wooten

**Staff Present:**

Barbara Jiménez, Executive Director  
Grace Young, Contracts & School Readiness Program Manager  
Lynn Eldred, Program & Evaluation Manager  
Martin Cherry, Operations Manager  
David Smith, Sr. Deputy County Counsel  
Tale Halse, Policy Advisor

**Commissioners Excused:**

Sandra McBrayer

**Minutes for November 17, 2009**

**Call to Order and Introductions**

Chairwoman Jacob called the meeting of the First 5 Commission of San Diego to order at 2:32 p.m.

**Approval of Commission Meeting Minutes – October 5, 2009**

**ON MOTION OF Commissioner Macchione, seconded by Commissioner Skiljan, the Commission approved the minutes of October 5, 2009.**

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

**Opportunity for Public Comments**

There were 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 spoke in support of Item 1, Article IIIp, pertaining to the past Chairperson of the Board of Supervisors serving as the Chair of the First 5 Commission. Commissioner Macchione is in favor of this item going forward so the Board of Supervisors has the opportunity to have a discussion and take a vote on this issue.

If the Commission approves Item 1 as recommended, Chairwoman Jacob informed all present that she will bring the item forward to the Board of Supervisors at the December 8, 2009 meeting for their consideration. Anyone with an interest in this item is welcome to attend that Board of Supervisors meeting.

Item 5, First 5 Year in Review presentation, will be presented to the Board of Supervisors on December 8, 2009 for the Board's review of the First 5 Commission's accomplishments over the past year. Chairwoman Jacob invited anyone interested to attend that meeting.

Chairwoman Jacob thanked and commended First 5 staff individually and as a group for their work through a trying year that was full of changes. Commissioner Jacob expressed the importance of bringing the *Year in Review* presentation to the full Board of Supervisors because of the progress First 5 has made in a year of tough times with tough decisions.

Commissioner Macchione complimented Commissioner Jacob's extraordinary leadership of the First 5 Commission over the past year in putting this organization further on track, with a more razor-like focus and

doing what needed to be done for the community. Commissioner Macchione also commended Chairwoman Jacob's staff for providing incredible support- this opinion was echoed by Chairwoman Jacob.

**ON MOTION OF Commissioner Skiljan, seconded by Commissioner Wooten, the Commission approved formation of the consent calendar with items 1, 2, 3, 4 and 7 approved on consent.**

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

**1. Change to Article IIIp First 5 Commission of San Diego**

**ON MOTION OF Commissioner Skiljan, seconded by Commissioner Wooten, during the formation of the consent calendar, the Commission approved the recommended changes to the Administrative Code Article IIIp First 5 Commission of San Diego**

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

**2. Investment Policy F5C-011 Revision**

**ON MOTION OF Commissioner Skiljan, seconded by Commissioner Wooten, during the formation of the consent calendar, the Commission approved the update to the Investment Policy.**

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

**3. TPAC Appointment**

**ON MOTION OF Commissioner Skiljan, seconded by Commissioner Wooten, during the formation of the consent calendar, the Commission approved the appointment of Ms. Karma Bass, District 4 representative, to TPAC for the period of November 2009 through December 2011.**

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

**4. Finance Committee**

This item was not discussed; the Commission placed this item on the consent calendar. The Commission was provided with written copies of the 1<sup>st</sup> quarter Budget Projections and Summary Balance Sheet as of September 30, 2009.

**5. Year in Review Presentation**

Executive Director Jiménez gave a presentation that highlighted the challenges, changes, and the new course that the First 5 Commission has embarked on during calendar year 2009. In 2009 First 5 narrowed its focus (reducing the number of contracts), zero based the budget, adopted 5 year strategic and funding plans, adopted a 10 year spending plan, restructured its advisory committees, expanded efforts to leverage funds, incorporated the County's GMS principles (including risk assessment and knowledge worker), and approved funding and initiated three major RFPs to implement the Strategic Plan.

**6. Executive Director Monthly Report**

Executive Director Jiménez reported that on December 1, 2009 the new First 5 Public Service Announcements (PSAs) will start running and pointed out that our previous leveraging effort of 2:1 (two dollars of coverage for every one dollar spent) was increased this campaign to 5:1.

**7. Future Agenda Items**

- ◆ Presentation of Evaluation results for FY 2008-09
- ◆ Contract award for the HDS Coordinator
- ◆ Report on Leveraging of First 5 funding
- ◆ Approval of the membership of the Finance Committee
- ◆ Annual appointments of new Commission member, Commission Officers, and TPAC Chairperson
- ◆ Approval of the policy for Emerging Critical needs
- ◆ Presentation on the Health Strategy Agenda

**8. Adjournment**

Chairwoman Jacob adjourned the meeting of the Commission at 2:55 p.m. to reconvene on January 25, 2010 at 1:30 p.m.

Respectfully submitted for your review and approval:

\_\_\_\_\_  
Sandra McBrayer

\_\_\_\_\_  
Date

Notes by: Nancy Page