

**First 5 Commission of San Diego  
Technical and Professional Advisory Committee  
County Administration Center  
1600 Pacific Highway, Room 302/303  
San Diego, CA 92101**

**Members Present**

Carol Skiljan  
Jim Farley  
Patricia Sinay  
Martha Trevisan  
Robert Yarris  
Ron Plotkin  
Karma Bass  
Lindsey Wade

**Members Excused**

Phillip Ziring  
Mark Forman  
Jack Luomanen

**Staff Present**

Barbara Jiménez  
Shiri Eyal  
Lynn Eldred  
Martin Cherry  
Grace Young  
Heidi Plummer

**Minutes for November 23, 2009**

**1. Call to Order**

Chairwoman Skiljan called the meeting to order at 2:01 pm.

**2. Opportunity for Public Comments**

There were no public comments received.

**3. Approval of Minutes of October 19, 2009**

**ON MOTION OF TPAC member Skiljan, seconded by TPAC member Sinay, TPAC approved the minutes of October 19, 2009 meeting as presented.**

**4. Revisions to TPAC Operating Rules and Procedures**

Executive Director Jiménez gave an overview of proposed changes to the TPAC Operating Rules and Procedures, originally adopted on October 4, 1999 and revised on October 16, 2006. The proposed revisions include discontinuing joint Commission/TPAC meetings, flexibility for the Commission to appoint the TPAC Chair in December or January, addition of language regarding the appointment of a TPAC member to the Commission's Finance Committee, and requiring a simple majority vote for approval of changes to the operating rules and procedures.

**ACTION:** TPAC voted to approve the revisions with the clarification that any member of TPAC (other than the Chair) rather a member-at large, is eligible to serve on the Finance Committee.

**5. County of San Diego Health Strategy Agenda**

Anabel Poole and Craig Sturak from the County of San Diego Health and Human Services Agency (HHSA) presented the County of San Diego's draft Health Strategy Agenda. HHSA is currently sharing the draft plan with advisory boards and stakeholders. The agency will compile input received and present the final plan to the Board of Supervisors in April 2010.

**6. State and Local Economic Forecast**

Patti Groulx, Budget Manager for HHSA gave a presentation on the state and local economic forecast. The presentation included information about the projected timeframe of the state and local economic recovery.

## **7. Emerging Critical Needs Policy**

Staff member Eldred gave an overview of the draft Emerging Critical Needs policy. TPAC members were asked to review, comment and make recommendations regarding the policy that will be brought to the Commission for approval at their January meeting.

TPAC provided a number of recommendations including the following:

- Some of the required criteria are too constraining; consider having required and desired criteria, rather than requiring that all criteria must be met.
- Better define what is meant by compelling community need; clarify need resulting from economic downturn
- Combine items A & E as both tie to strategic plan and seem to be saying the same thing
- Reword Item D to be less project specific and don't limit only to previously funded needs
- Remove requirement for written exit strategy
- Consider different levels of criteria requirements depending on the amount of funds requested
- Consider making application an invitation only process
- Source Selection Committee to serve for a maximum of three years
- Change "local program" to "local service site" and make this a desired rather required criteria
- Limit funding to one year with up to 2 option years, require reports to allow adequate timeframe for assessment of whether need is ongoing
- Combine last two bullets under Eligibility Requirements – add that the identical application cannot be presented again within a 12 month period

Staff committed to compile a summary of TPAC's comments and recommendations and send via email for review and any additional comment prior to the January Commission meeting,

## **8. Future Agenda Items**

- **TPAC Meeting Schedule for 2010**
- **Targeted At-Risk Home Visiting**

## **9. Adjournment**

Chairwoman Skiljan adjourned the meeting at 4:14 pm.