

**FIRST 5 SAN LUIS OBISPO COUNTY
CHILDREN AND FAMILIES COMMISSION**

COMMISSION MEETING MINUTES

December 4, 2013

Commissioners Present

Julian Crocker	SLO County Office of Education
Penny Borenstein, M.D.	SLO County Public Health Department
Mary Kern	Community at Large
Michael McNerney, M.D.	San Luis Obispo County Medical Association
Janet Murphy	Community at Large
Melinda Sokolowski	Child Care Planning Council

Commissioners Absent/Excused: Lee Collins, Department of Social Services, Bruce Gibson, SLO County Board of Supervisors, Tracy Schiro, Children's Services Network

Staff Present

First 5 staff: Susan Hughes, Jason Wells, Misty Livengood
Commission Evaluator: Tom Keifer
Commission Counsel: Jeff Minnery

Call to Order

Chairperson Crocker called the meeting to order at 4:05 PM.

ITEM 1 - Adoption of Agenda

Commissioner McNerney made a motion to adopt the Agenda. The motion was seconded by Commissioner Sokolowski and passed unanimously.

Chairperson Comments & Update

The Chair took the opportunity to welcome Commission Counsel, Jeff Minnery, to the meeting.

ITEM 2 - Public Comment

Raechelle Bowlay-Sutton, Child Care Planning Council (CCPC) Coordinator, thanked First 5 SLO County as the first official sponsor of the 2014 Children's Day in the Plaza. Ms. Bowlay-Sutton wished everyone a happy holiday and distributed cookies from the Council. She also invited everyone to attend the CCPC Open house on January 15, 2014.

ITEM 3 - Consent Agenda

- 1) Approval of October 23, 2013 Minutes
- 2) Approval of Q1- 2013-14 Financial Statement

Susan Hughes, Executive Director, commented that the Q1- 2013-14 Financial Statement was in line with the approved budget for the time period, and stated there were no unexpected expenditures.

Public Comment: None

Commissioner Borenstein made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Kern and passed unanimously.

ITEM 4 - Presentation: Children's Bill of Rights for San Luis Obispo County (CBOR) – Stage 2

Members of the CBOR Stage 2 Planning Committee; Wendy Wendt, Shannon White Bond, Lisa Fraser and Sally Rogow; provided various updates with regard to 1) what the committee is doing to raise awareness in the community about the CBOR, 2) how the committee is linking the 40 Developmental Assets and the 5 Protective Factors to the CBOR, 3) what trainings are being developed for people working at the grassroots level (e.g. Promotores, family advocates) to encourage them to incorporate the CBOR, Assets and 5 Protective Factors into their everyday activities, and 4) what processes and methods are being developed to measure the effectiveness in making children our highest in SLO County.

The Chair thanked the committee for the update. Commissioner Borenstein applauded the team effort and coordination among the various represented agencies and organizations. Jason Wells said that his son, Keenan Wells, reported the United Way Youth Board members continue to discuss the CBOR during meetings with respect to projects they are considering. Commissioner Sokolowski indicated that "asset awards" are given out at her children's elementary school, indicating that the Assets are still part of the culture even though the effort began many years ago.

Public Comment: None

ITEM 5 - The Children's Movement – The Commission will consider becoming a member of the Children's Movement

Susan Hughes, Executive Director, gave a short presentation on the Children's Movement. Over 730 organizations have joined the movement. Ms. Hughes said joining the Movement will provide the Commission support with respect to its advocacy efforts. This is especially important because the First 5 SLO staff size is small. She pointed out that a number of First 5 Commissions were already members.

Public Comment: Raechelle Bowlay-Sutton, Child Care Planning Council (CCPC) Coordinator, indicated the Council had just approved becoming a member of the Children's Movement.

Commissioner Sokolowski made a motion the Commission join the Children's Movement as a member. The motion was seconded by Commissioner Murphy and passed unanimously.

ITEM 6 - 2011-15 Strategic Plan Review: The Commission will continue its discussion of program outcomes and strategic planning.

Evaluation Consultant, Tom Keifer, began the presentation by answering questions Commissioners had asked during the October 23 meeting with respect to program outcomes from fiscal years 2010-11 and 2012-13. Mr. Keifer reported that he and Jason Wells, Program Officer, met with each program partner to discuss the questions from the Commission. Mr. Keifer explained that in most instances programs are performing well. In some cases Objectives and/or Scopes of Work will need to be adjusted for years 4 and 5 to more accurately reflect the outcomes attributable to First 5 SLO funding.

Following Mr. Keifer's presentation, Mr. Wells presented expansion options for currently funded programs.

Unspent Available (Annual) \$186,060					
Program	Current	Annual Funding	Expansion	Est. Annual Increase	Annual Total
Early Learning For All (ELFA)	Program supervision .12 FTE	\$10,000	Increase ELFA Supervision to .26 FTE and training support	\$35,000	\$45,000
Family Support Counselor	Up to 17 hrs/wk at GB/Oceano	\$60,000	Adds approximately 8 hrs/wk of counseling time	\$30,000	\$90,000
SR Oceano	Academic School Year	\$105,725	Year round SR	\$15,000	\$120,725
SR Georgia Brown	Academic School Year	\$122,627	Year round SR	\$15,333	\$137,960
Parents Helping Parents	Lending Library and peer support in SLO and North County	\$34,000	Create and staff South County Site/Office 6 hrs/wk	\$6,000	\$40,000
WIC BABES	Peer support and Bi-lingual lactation consultants	\$115,058	Increase Peer Support from 25 to 40 hrs/wk and corresponding supervision increase	\$49,680	\$164,738
Total		\$447,410	Total	\$151,013	\$598,423
Remaining Unspent (Annual) \$35,047					

Mr. Wells explained that program expansions are based on past requests, funding reductions and/or ongoing needs.

Public Comment: None

The Commission instructed staff to move forward with the recommendations and program expansions as presented at the meeting, with work plans and budgets to be reviewed at the January 2014 meeting.

ITEM 7 - 2013 Executive Director Evaluation Process: The Commission will review and discuss the new process that was developed for the Executive Director Performance Review.

The Chair began the discussion by saying he was seeking input with respect to the changes that occurred to the annual evaluation process of the Executive Director. He indicated it was more expansive and contained a rubric that included the definitions of various performance categories. It incorporated a 360 degree perspective, with both partners and staff providing input. The 360 review is optional at the Commission's discretion and may not occur on an annual basis. The Executive Director also provided a self-performance evaluation.

He asked Commission members for their input with respect to the new process. A reference was made to some suggested changes that were discussed during the closed session. The Chair mentioned that it was difficult for anonymity with respect to staff input because of staff size.

The general consensus among members was the changes to the process were favorable.

Public Comment: None

ITEM 8 - Staff Report: Staff will update the Commission on various projects and information regarding First 5 SLO County.

Susan Hughes reported: 1) First 5 California strategic planning, 2) the First 5 State Association, 3) early education funding cuts and restoration with respect to the 2013-14 state budget, 4) an overview of the *Strong Start for America's Children Act*, and 5) the 2013 release of the SLO County ACTION for Healthy Communities Comprehensive Data Report, *Vital Signs*, and the 6 focus folios to be released in 2014.

Misty Livengood reported on various events and outreach efforts with respect to the Children's Bill of Rights and Prop 10's 15 Year Anniversary. There are 35 endorsements of the CBOR and more are expected soon. Chairperson Crocker and Commissioners Kern and Murphy attended the SLO Chamber Breakfast (soapbox) to speak about the efforts of First 5 SLO County.

Ms. Livengood reported the 2014 Hands-on Heroes nominations are now open and the 0-5 Resource Fair will be held on January 29th at Laguna Middle School. She also will participate on a Social Norms/Outreach Panel at the 2014 Oral Health Summit, a project supported by First 5 SLO County.

Projects with Partners included Media Messaging/Training at the November Partners meeting and providing PR support both for the release of the ACTION report and 0-5 Resource Fair.

In closing, she provided several examples of various media/messaging/postings with respect to linking community activities with the CBOR.

Public Comment: None

ITEM 9 - Commissioner Comments and Announcements

Commissioner Sokolowski provided a copy of the 2013 Child Care Portfolio for SLO County. She indicated the Child Care Resource Connection staff would be glad to provide more information with respect to the report. (Raechelle Bowlay-Sutton, Child Care Planning Council (CCPC) Coordinator commented the CCPC was focusing on the high volume of turnover among providers.)

Commissioner Murphy wished everyone a peaceful holiday season.

Commissioner Kern thanked Commissioner Sokolowski for sharing the report and wished everyone a happy holiday.

Commissioner Borenstein announced that two long-time Public Health nurses, Jan Campbell and Marilyn McDermott, were retiring. Both were instrumental in the Perinatal Substance Abuse Prevention 4Ps+ effort. The openings have been posted with not much response. She indicated that some type of re-structuring may be in the future. She also said the MCAH division will be conducting a 5 year needs assessment, and she would like to dialog about the possibility of partnering with the upcoming First 5 SLO's strategic planning effort.

Chairperson Crocker said he has begun a new initiative with schools with the goal of implementing full day, high quality pre-school programs initially at 5 schools with the greatest achievement gap in SLO County. He hopes to braid funding (federal, state and First 5) and coordinate existing Head Start and State Preschool programs to achieve that goal.

He thanked Commissioners Murphy and Kern for attending Good Morning SLO.

ITEM 10 - Adjournment

The meeting was adjourned at 6:35 PM.

*All materials referred to in these minutes, as well as an audio recording of the meeting, are available at the First 5 SLO County office. Call (805) 781-4058 for information. **The next Commission meeting will be:** January 22, 2014, from 4:00 to 6:30 PM at the County Office of Education Board Room, 3350 Education Drive, San Luis Obispo, CA 93405*