

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

**COMMISSION MEETING MINUTES**  
January 25, 2017 (Approved March 22, 2017)

**Current Commissioners Present**

Bruce Gibson (Chair)	SLO County Board of Supervisors
Penny Borenstein, M.D. (Vice Chair)	SLO County Public Health Department
Devin Drake	Department of Social Services
James Forester, DDS	Medical Representative (Central Coast Dental Society)
Janet Murphy	Community at Large
Tracy Schiro	Children's Services Network
Melinda Sokolowski	Child Care Planning Council
Bob Watt	Community at Large

**Current Commissioners Absent**

James Brescia	SLO County Office of Education
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**Staff Present**

First 5 staff: Wendy Wendt, Jason Wells, Misty Livengood  
Commission Evaluator: Tom Keifer  
Commission Counsel: Ray Biering

**Call to Order**

Chair Gibson called the meeting to order at 3:05 PM.

**ITEM 1 –Chair Comments**

Commissioner Gibson welcomed incoming Commissioner Devin Drake (DSS Director) to his first meeting.

**ITEM 2 – Commissioner Announcements and Updates**

Commissioner Borenstein announced that a budget request has been submitted to the County to enhance staffing at Martha's Place. There is an intent to refocus on Martha's Place's core mission as an assessment center.

Commissioner Schiro announced a housing grant proposal being submitted by the Department of Social Services that would provide housing for families. She commented that the County is in a competitive position to be awarded the grant.

Commissioner Gibson expressed concern for how the national political environment will affect the local community, especially in terms of the Affordable Care Act. He also announced that a First 5 update is in on the agenda at the February 7, 2017 Board of Supervisors meeting.

Commissioner Forester described a current topical focus on pediatric anesthesia, being addressed in part by the Government Affairs Council at the California Dental Association. Proposals are being introduced on how to change practice and regulations following several children's untimely deaths. These changes, if implemented, may create an access-to-care issue related to procedures requiring anesthesia. Commissioner Forester is also continuing to monitor ongoing challenges with the workforce pipeline for Dental Assistants.

### **ITEM 3 - Public Comment – Items not on the agenda**

Lisa Fraser, Executive Director of Center for Family Strengthening (the local Child Abuse Prevention Council), provided an update on Parent Connection, which has been a resource in the community since 2010 and funded through the Mental Health Services Act Prevention Education fund.

Parent Connection includes a team of parent coaches, who provide phone-based guidance for on healthy development. Between July 2016 – Dec 2016 the Parent Coaches received more than 200 calls. Of those calls, 25 were from the service provider community (e.g. pediatricians, therapists, psychologists). 33% of calls are related to children 0-5.

Commissioner Watt acknowledged the understated delivery of Ms. Fraser's community involvement, and said he is proud to serve on the Center for Family Strengthening board.

Lauren Herrera, Early Learning Educational Support Coordinator at the SLO County Office of Education, introduced her First 5-funded work facilitating professional development for early childhood educators (e.g. SEFEL, Math for early learners).

Stephanie Northcoat, Early Literacy Coordinator at SLOCOE, described her First 5-funded work, which includes a focus to extend the Raising a Reader program into Family Child Care homes. She is headed next week to the National Raising a Reader training conference.

Raechelle Bowlay-Sutton, Coordinator of the Local Child Care Planning Council and QRIS Administrator announced that SLO County's QRIS system, called "Quality Counts," is up and running at 48 sites. This is more than double the original goal of 22 sites this year. The Quality Counts Consortium has also selected and put in place a database – Pinwheel – which is now up and running. Ms. Bowlay-Sutton also announced the 2017 Infant Toddler Conference, coming up on Saturday February 4 at Cuesta College.

Commissioner Borenstein asked for clarification on QRIS rating activities that involve video -- are they hidden? Do the teachers know assessors are coming on a particular day? Ms. Bowlay-Sutton explained that the exercise is entirely transparent and pre-scheduled, and is meant as a coaching tool.

**ITEM 4 (ACTION ITEM) - Consent Agenda**

- a. Approval of the December 7, 2016 Minutes
- b. Approval of FY16-17Q2 Financial Report
- c. Confirm BOS Commissioner Appointments – Devin Drake, Bruce Gibson
- d. Confirm Update to Conflict of Interest Code

Re: 4b -- Commissioner Gibson asked why the administrative percentage is higher than 15%. Executive Director Wendy Wendt responded that several of the larger-funded programs have not submitted second quarter invoices yet. By 3<sup>rd</sup> quarter it is anticipated that the administrative percentage will fall well below 15%.

Re: 4b – Commissioner Watt asked why there is a significant drop in the November tobacco tax revenue. Ms. Wendt explained that new legislation related to tobacco consumption and taxation has yielded a volatile period for revenues. We are fortunate in San Luis Obispo County to have a healthy reserve which allows us to weather anticipated and unexpected fluctuations in revenue.

*Public Comment: None*

Commissioner Schiro made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Murphy and passed unanimously (As a new Commission member, Commissioner Drake abstained from voting on Item 4a).

**ITEM 5 (ACTION ITEM) – Presentation/Approval: 2016 Outcome Evaluation**

First 5 Evaluator Tom Keifer, provided an overview of the outcome evaluation for FY2015-16. This is the final year of program operations under the prior strategic plan. He developed the report in accordance with a new format and focus identified by staff and the Commission ad hoc Evaluation Committee. This format includes three “levels” of evaluation reporting:

- Community Impact Report – Brief public information document (2-3 pages) highlighting key data points and accomplishments
- Summary Report – Designed to provide Commissioners and the public a more detailed look at evaluation design, key data points and impacts for the purposes of making informed decisions regarding program direction and funding.
- Evaluation Data and Analysis Document – a full reporting on all evaluation assumptions, activities, datasets; available as a reference and also as a program improvement guide for staff, funded programs, Commissioners and the public as requested.

Mr. Keifer explained that today he will be presenting a sample of sections within the midlevel “Summary Report” using the new format.

He highlighted features of the new format, including

- “Why is this important” language associated with each initiative and funded program
- “data nuggets” – i.e. key takeaways from each funded program
- Objective tracking, both for current year and trends over the five-year strategic plan

Commissioner Questions/Comments:

Commissioner Murphy appreciated the new format and data nuggets.

Commissioner Gibson commented that we still have a ways to go in developing an effective evaluation program. He expressed difficulty reading the document with a “draft”: watermark.

Commissioner Forester expressed some concern about the evaluation report data related to children’s oral health. The report indicates a dramatic drop in the percentage of children with previous dental disease over the course of the strategic planning period, but that does not line up with his experience. He is worried that the report data make it seem like the problem has been solved, and it hasn’t.

Several commissioners emphasized the importance of providing data that will help Commissioners make informed funding decisions.

Commissioner Gibson appreciated the inclusion of multi-year trend data. He was confused by the pie chart data on page 4, and pointed out a typographical error on page 7. He requested future convenings of the Evaluation Committee to continue improving on the approach.

Commissioner Borenstein expressed her sense that we are headed in the right direction with three types of documents for three different audiences. She recognized that we work hard with limited funds to conduct evaluation.

Commissioner Schiro commented that she appreciates simple data points: how many did we serve and what did we accomplish?

Commissioner Watt expressed interest in seeing documented growth versus performance.

*Public Comment: None*

Commissioner Watt made a motion to approve the 2016 Outcome Evaluation. The motion was seconded by Commissioner Schiro and passed unanimously among those present (note: Commissioner Murphy was out of the room during the vote).

## **ITEM 6 (ACTION ITEM) – Presentation/Approval: 2016-20 Evaluation Plan Attachment**

Mr. Keifer provided an overview of the Evaluation Plan Attachment (the third of three associated with the 2016-20 Strategic Plan). He pointed out that this attachment is for the FY16-17 year only; as new programs are added the Attachment will be revised in each of the outgoing years.

Discussion ensued to clarify what is meant by a proxy outcome indicator.

Commissioner Gibson commented that he likes the structure of this Plan.

*Public Comment:*

Raechelle Bowlay-Sutton, Local Child Care Planning Council Coordinator, commented on the proxy outcome associated with Early Learning for All. IMPACT SLO will carry this further, and track links between professional development experience and classroom execution.

Lisa Fraser, Director of the Center for Family Strengthening, commented on extended community impacts related to BABES; CFS is fiscal agent for the Central Coast Breastfeeding Coalition, that includes staffers employed through BABES. SLO County is now 4<sup>th</sup> in the state for breastfeeding rates.

Commissioner Schiro made a motion to approve the 2016-20 Evaluation Plan. The motion was seconded by Commissioner Drake and passed unanimously.

### **ITEM 7 – Advocacy Agenda Action Plan Update**

Executive Director Wendy Wendt provided an overview of the Advocacy Agenda and initial steps being taken in several goal areas. She reminded Commissioners that they are each assigned a “champion” role associated with at least one Advocacy Goal.

Commissioners emphasized that we need an honest assessment of what is accomplishable, and a timeline for action.

### **ITEM 8 -- New Program Updates – Family Advocacy Services Request for Proposals**

Associate Director Jason Wells presented a summary of the RFP, to be released on January 26, 2017 and due February 28, 2017.

Commissioner Watt asked if there will be a different scale for a large school district versus a small nonprofit.

Commissioner Gibson anticipated that we may find a smaller organization more prone to innovation than a big bureaucracy.

Mr. Wells responded that we are looking for experienced agencies, regardless of size.

*Public Comment:*

Lisa Fraser, Director of the Center for Family Strengthening expressed gratitude to the Commission for making this RFP possible. She has been many years working in this field, and in the last six months has seen a lot of need for this type of family support.

### **ITEM 9 --- Staff Reports**

Misty Livengood, Outreach and Communications Officer, updated the Commission on First 5 outreach activities.

*Public Comment: NONE*

### **ITEM 10 -- Adjourn**

5:36 p.m.