

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

**COMMISSION MEETING MINUTES**

June 26, 2024 (Approved September 18, 2024)

**Current Commissioners Present**

\*Penny Borenstein, M.D. (Chair) SLO County Public Health Department

James Brescia, Ed.D (Chair)	SLO County Office of Education
Erica Ruvalcaba-Heredia, Ed.D	Community at Large
James Tedford, M.D.	Medical Representative (AAP Chapter 2)
Alison Ventura, Ph.D.	Community at Large
Bob Watt	Community at Large

\*Remote due to illness (per AB2449)

**Commissioners Absent/Excused**

Linda Belch	Department of Social Services
Patty Clarkson	Early Care and Education Planning Council
Dawn Ortiz-Legg (Vice Chair)	SLO County Board of Supervisors

**Staff Present**

Commission staff: Wendy Wendt, Jason Wells, Misty Livengood,  
Commission Intern: Ella Anslinger  
Commission Counsel: Daniel Cheung

**Call to Order**

Chair Borenstein called the meeting to order at 3:04 PM.

**ITEM 1 –Public Comment – Items not on the agenda**

None

**ITEM 2 – Commissioner Comments/Announcements**

Commissioner Borenstein underscored that this is the last meeting of the fiscal year, and encouraged Commissioners to stay connected with First 5 activities and staff during the summer.

She reminded Commissioners that this is Commissioner Watt's last meeting before he terms out. Commissioners and staff offered comments on his many years of valuable service to the work and cause of First 5.

Commissioner Watt announced that The Child Advocacy Center is up and running, located on the 3<sup>rd</sup> floor of the Walter Brothers Building.

### **ITEM 3 - Consent Agenda**

- a) Approve May 29, 2024 minutes
- b) Approve Workplace Violence Prevention Plan (per Labor Code 6401.9)

*Public Comment: None*

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

### **ITEM 4 – Staff Reports**

Misty Livengood, Communications and Outreach Coordinator, provided the following updates:

- First 5 SLO County is accepting applications for the position of Special Projects Coordinator. Interviews and candidate selection will take place over the summer.
- The 2023-24 Sponsorship budget was fully expended (\$10,000) – included support for a variety of activities and events benefiting young children, families and providers.
- A First 5/Talk.Read.Sing. ad will appear in the 2024 MidState Fair program.
- Wide variety of summer family events being posted on First 5 social media.
- First 5 participation in Immigrant Resource Hub planning, hosted by UndocuSupport.
- Sample of upcoming Fall 2024 community events: SELPA Parent Institute, Central Coast Childbirth Network Expo, Central Coast Breastfeeding Coalition Breast Milk Drive.
- Photo montage of Parent Pods spring sessions

Wendy Wendt, Executive Director, provided the following updates:

- First 5 Association is submitting a proposal to First 5 CA to establish a \$25 million Stabilization Fund for local First 5's most impacted by steep drops in tobacco tax revenue following enactment of the Flavor Ban. This will be an information item at the August 22 First 5 CA meeting, and hopefully an action item at the next meeting (likely in November). Commissioner Ventura inquired what F5 CA fund balance is. Ms. Wendt will locate this figure, report back to the Commission.
- Statewide, First 5s are being invited to enter into MOUs in 2025 as part of CalAIM. with their local MediCal Managed Care plans.
- First 5 has a summer Cal Poly intern, Ella Anslinger, who is a rising senior with a Public Health major/Biology minor.
- Predictable and consistent Commissioner attendance at regularly scheduled meetings has become a challenge. Ms. Wendt urged Commissioners to make every effort to attend the remaining meetings on the books for 2024. She will survey Commissioners regarding potential 2025 dates, and possibly make changes to the longstanding calendar schedule based on availability. Commissioner Brescia agreed that this is a

challenge for many public boards. He suggested Commissioners could make more active use of the provision allowing for advance posting of alternate locations in situations when Commissioners are out of town; also to bundle action items on meeting dates when a quorum is most assured (staff note: This poses its own challenge because with only seven meetings per year, every meeting includes action items).

- Ms. Wendt has recently joined the Community Foundation Grantmaking Committee.
- Diringer and Associates has launched an assessment of county immigrant communities, funded by the Community Foundation, with additional support from First 5 and Must Charities.
- First 5 and other partners provided input into a draft report developed by the Uplift Coalition. This six-county initiative is assessing issues and funding innovation related to economic development and equity on the Central Coast.
- The multi-year Collaborative Child Care Study continues, is close to completion of the phase that has been funded through the four-agency investment of \$80,000 (initiated in 2021). Fran McIntyre (Pendulum Dependent Care Consultants) has conducted a facility needs assessment for the four-agency group to consider options for a possible joint-use child care center.

Associate Director Jason Wells provided the following updates:

- Two Requests for Proposals are being developed for release in mid-July: 1) Early Learning and Child Care (systems-level capacity building) and 2) Parent-Child Engagement/Connection Groups (focused on North County). Due date is anticipated to be September 13<sup>th</sup>. A mandatory Letter of Intent will be due August 16. Optional Bidders Conference August 9.
- Commendation on the date of Bob Watt's final Commission meeting. Commissioner Watt has been a staunch advocate, is always engaged in Commission work. Mr. Wells emphasized the importance of at-large representatives. Commissioner Borenstein added words of gratitude, thanked him for his energy and commitment to serving a various committees.

*Public Comment: None.*

## **ITEM 5 – Contract Approvals: Home Visiting**

Mr. Wells presented on this item. A tri-county regional home visiting grant from First 5 California (First 5 Santa Barbara lead agency) has extra funds that can be subgranted to the participating county First 5s for local professional development activities. First 5 SLO County is proposing one-year contracts with County of San Luis Obispo Department of Public Health , Community Action Partnership of San Luis Obispo County (CAPSLO), and Carsel Consulting Group to carry out these activities, and to continue building interagency home visiting coordination that was initiated through the First 5 SLO County Thrive Grant. Following are the proposed amounts:

**Contract Funding Amounts for the Contract Period July 1, 2024-Ending June 30, 2025**

	Organization	1 Year Contract	Services
	CAPSLO	\$22,900	First 5 CA Regional Home Visiting: Home Visiting Training and Professional Development for Home Visiting Staff. One-time funding from First 5 CA through contract with First 5 Santa Barbara.
	County of SLO PHD	\$29,400	
	Carsel Consulting	\$34,975	
<b>TOTAL BUDGET</b>		<b>\$87,275</b>	

*Public Comment: None*

**PUBLIC HEALTH**

Commissioner Ventura made a motion to approve the contract with County Public Health. The motion was seconded by Commissioner Tedford and passed unanimously (Borenstein recused)

**CAPSLO**

Commissioner Ortiz-Legg made a motion to approve the contract with CAPSLO. The motion was seconded by Commissioner Watt and passed unanimously.

**CARSEL CONSULTING GROUP**

Commissioner Ortiz-Legg made a motion to approve the contract with Carsel Consulting Group. The motion was seconded by Commissioner Ventura and passed unanimously.

**ITEM 6 – Contract Approval: SLO Chamber Family Friendly Workplaces Program**

Mr. Wells introduced this item. The SLO Chamber Family Friendly Workplaces Program has been funded over the past three years with co-investment by First 5 SLO County and the County of San Luis Obispo. An additional 1-year First 5 investment of \$75,000 is proposed. The program's total annual budget is \$150,000. \$20,000 has been secured from the County of San Luis Obispo. The SLO Chamber has committed to ensuring that the balance is met with other funds and in-kind. SLO Chamber CEO Jim Dantona commented that the program has really hit its stride and that the awards element has helped increased public awareness around family-friendly workplace opportunities.

Commissioner Watt commended the program, expressed appreciation that the funding has been secured for another year.

Commissioner Brescia praised the program as a model of matching First 5 funds with other resources.

*Public Comment: None*

Commissioner Watt made a motion to approve the contract with the SLO Chamber of Commerce. The motion was seconded by Commissioner Tedford and passed unanimously.

### **ITEM 7 – Strategic Plan Update: Approve Long-Range Financial Plan**

Executive Director Wendy Wendt introduced this item. First reading of the long-range financial plan took place at the May Commission meeting. The draft presented for approval today has two modifications:

- Per Commissioner recommendation, the Plan extends four years (instead of eight years as presented at the May 2024 Commission meeting) -- to the end of the next strategic plan (FY 2027-28).
- The interest rate estimate is in line with Treasury yield (3%), instead of the more conservative estimate presented at the May meeting (1%).

She reflected on Commissioner recommendations to build concrete strategies to address First 5's long-range sustainability challenges, with support and input from Commissioners in the months ahead.

*Public Comment: none*

Commissioner Ortiz-Legg moved to approve the Long-Range Financial Plan Update. Motion seconded by Commissioner Ventura. Motion passed unanimously.

### **ITEM 8 – Approve FY 2024-25 Administrative Budget**

Ms. Wendt introduced the final draft of the FY 2024-25 Administrative Budget. A first reading was conducted at the May 2024 Commission meeting. No changes since the May reading.

Commissioner Borenstein commended staff on keeping administrative costs at below 10%.

*Public comment: None.*

Commissioner Watt moved to approve the FY 2024-25 Administrative Budget; Commissioner Ruvalcaba-Heredia seconded. Motion passed unanimously.

### **ITEM 9 – Approve Ad-Hoc Nominating Committee's Recommendation for At-Large Commissioner: Leslie Mehigan**

As a member of the Ad Hoc Nominating Committee, Commissioner Ventura presented on this item. Six applications were received for the at-large Commission seat currently held by Commissioner Bob Watt, who terms out July 2024. Five of the six applicants appeared for their scheduled zoom interview. The pool was diverse and all candidates brought solid qualifications. The Committee selected Leslie Mehigan as its nominee to present to the full Commission. The vote today is a formal nomination, which will be forwarded to the County Board of Supervisors for final approval at one of its July meetings. Ms. Mehigan's three-year term is scheduled to begin July 21, 2024. Her first Commission meeting will be September 18<sup>th</sup>.

Ms. Mehigan has long been engaged with the work of First 5, primarily in her role as Coordinator of the Central Coast Breastfeeding Coalition. She also works as an International Board Certified Lactation Consultant in the Labor and Delivery Department at Adventist Health Twin Cities Hospital. She holds a masters degree in Business Administration. Ms. Mehigan is a Nipomo resident and mother of two school aged children.

Commissioner Watt commented that that quality of all the candidates was impressive, and Ms. Mehigan is a great fit for the role.

*Public comment: None.*

Commissioner Ortiz-Legg moved to approve the Ad Hoc Committee's recommendation to formally nominate Leslie Mehigan as an At-Large Commissioner, with formal approval by the Board of Supervisors; Commissioner Brescia seconded. Motion passed unanimously.

#### **ITEM 10 -- Future Agenda Items**

None.

*Public Comment:*

#### **ITEM 11 – Meeting adjourned at 4:22 p.m.**