

**First 5 San Mateo County  
COMMISSION MEETING  
MINUTES  
November 23, 2009**

**Present:**

- Commission Members: Angel Barrios, Beverly Beasley Johnson, Jean Fraser, Jean Holbrook, Harvey Kaplan, David Mineta, and Laura Walker
- Staff: Cynthia Alvarez, Debby Armstrong, Michelle Blakely, Jenifer Clark, David Fleishman, Jason Gordon, Karen Pisani, Emily Roberts, Chonne Sherman, Maricela Watt, and Mey Winata
- County Counsel: David Silberman
- Youth Commissioners: Terry Chan and Sylvia Chen

**Absent:** Jorge Glascock and Rich Gordon

**1. Call to Order and Roll Call**

Commissioner Kaplan called the meeting to order at 4:00 p.m.

**2. Approval of Agenda**

Commissioner Kaplan requested agenda item number 12, Grantee Presentation: Child Care Coordinating Council-SaMCARES, to precede agenda item number 10, Approve 2 Contracts for the following Cycle 1 Funding Recipient (January 1, 2010 through June 30, 2012) for the Child Care Coordinating Council Watch Me Grow and SaMCARES programs. The adjustment to the agenda was made.

**MOTION: A motion for approval of the November 23, 2009 Agenda was made by Commissioner Mineta and seconded by Commissioner Holbrook. Unanimously Approved.**

**3. Oral Communication from the Public**

None.

**4. Oral Communication from the Commission**

Commissioner Kaplan introduced the new Youth Commissioners, Terry Chan and Sylvia Chen; both students from Mills High School. Commissioners Barrios and Mineta have volunteered as their mentors respectively. Commissioner Mineta acknowledged the retirement announcement of Commissioner Holbrook as San Mateo County Superintendent of Schools in 2011 and applauded her outstanding work in the County.

**5. Approval of Minutes for the October 26, 2009 Commission Meeting**

There being no additions or comments to the minutes, the October 26, 2009 Commission Meeting Minutes were approved. Commissioner Holbrook abstained from this agenda item.

**MOTION: A motion for approval of the October 26, 2009 Commission Meeting Minutes was made by Commissioner Fraser and seconded by Commissioner Walker.**

**6. Executive Director's Report**

Debby Armstrong provided the following verbal update:

- The Commission will not have a retreat/meeting on December 14th as previously discussed due to scheduling conflicts. Discussion regarding the Long Term Financial Plan and review of the Strategic Plan will occur at the January 2010 Commission meeting. The

Program and Planning Committee will meet on December 7<sup>th</sup> and the Finance and Administration Committee will meet on their previously scheduled date of December 14<sup>th</sup>. Further discussion and review of upcoming Commission/Committee meeting dates for 2010 will be included in agenda item number 8.

- The Silicon Valley Community Foundation Conference Center will be moving to a new location as of January 2010. The understanding is that F5SMC can continue to utilize the existing space until the arrival of a new tenant. The Commission and public will be informed of any changes in meeting venues.
- The January Commission meeting will consist of Chair and Vice Chair nominations, committee structure and membership, and the final Cycle 1 funding contract for School Readiness.
- F5SMC staff has been meeting with various County departments to assess the impact of budget cuts to health services and early intervention services.
- F5SMC has been awarded a David and Lucile Packard grant which will enhance current Kit for New Parents outreach activities to Coastside and North County communities.
- F5SMC staff worked with the Human Services Agency, Youth and Family Enrichment Services (YFES), Edgewood, and Daly City Peninsula Partnership to develop a proposal for a federal grant on preventing child abuse and neglect in children 0-5. The proposed study targets families in the Differential Response Community Intervention program and provides them with intensive case management and relationship-based parent-child therapeutic support.
- Communications and systems change activities include F5SMC staff collaboration with Preschool CA and community members in developing messaging around the Children's Bill of Rights. The goal is to bring any outcomes from the December 2<sup>nd</sup> conference call to the Peninsula Partnership Leadership Council meeting in December or January.

Commissioner Holbrook acknowledged Debby Armstrong and F5SMC staff, particularly Chonne Sherman for the successful Children's Bill of Rights event at the Oracle Conference Center.

**7. Consideration of Committee Updates and Reports**

Full reports of the Program and Planning Committee and the Prenatal to 5 Partnership Committee were provided to the Commission and members of the public.

**8. Approval of 2010 Commission/Committee Meeting Calendar**

The Commission reviewed and discussed the proposed Commission/Committee meeting dates for 2010. The Commission had the following comments and recommendations: the October meeting date for the Finance and Administration Committee should be rescheduled as October 11<sup>th</sup> is a holiday, schedule the December Commission meeting/retreat during the second week of December instead of the last week in December, and schedule all meetings so that they are in the Commissioners calendars, and then make cancellations or changes if it becomes necessary.

**9. Approve 5 Contracts for the following Cycle 1 Funding Recipients (January 1, 2010 through June 30, 2012)**

The 5 contracts presented to the Commission are for Cycle 1 funding (January 1, 2010 through June 30, 2012) and are all part of the Watch Me Grow Project which addresses the needs of families with young children with disabilities and other special needs: 9.A Community Gatepath-Watch Me Grow-Demonstration Site-in the amount of \$825,000, 9.B Community Gatepath-Watch Me Grow-Knowledge Center (AbilityPath)-in the amount of \$315,000, 9.C South San Francisco Unified School District-Watch Me Grow-in the amount of \$38,000, 9.D Legal Aid of San Mateo County-Watch Me Grow-in the amount of \$107,000, 9.E Lucile Salter Packard Children's Hospital

at Stanford-Watch Me Grow-in the amount of \$1,009,000. Commissioner Barrios recused herself from agenda item 9.E Lucile Salter Packard Children's Hospital.

**MOTION:** A motion for approval of 9.A Community Gatepath-Watch Me Grow-Demonstration Site-in the amount of \$825,000 was made by Commissioner Fraser and seconded by Commissioner Mineta. Unanimously Approved.

**MOTION:** A motion for approval of 9.B Community Gatepath-Watch Me Grow-Knowledge Center (AbilityPath)-in the amount of \$315,000 was made by Commissioner Fraser and seconded by Commissioner Holbrook. Unanimously Approved.

**MOTION:** A motion for approval of 9.C South San Francisco Unified School District-Watch Me Grow-in the amount of \$38,000 was made by Commissioner Holbrook and seconded by Commissioner Barrios. Unanimously Approved.

**MOTION:** A motion for approval of 9.D Legal Aid of San Mateo County-Watch Me Grow-in the amount of \$107,000 was made by Commissioner Fraser and seconded by Commissioner Mineta. Unanimously Approved.

**MOTION:** A motion for approval of 9.E Lucile Salter Packard Children's Hospital at Stanford-Watch Me Grow-in the amount of \$1,009,000 was made by Commissioner Holbrook and seconded by Commissioner Fraser.

ROLL CALL:            YESSES:        Commissioners Beasley Johnson, Fraser, Holbrook, Kaplan, Mineta, and Walker

NOES:            None

RECUSED:      Barrios

ABSENT:        Commissioners Glascock and Gordon

The Commission requested an update on Community Gatepath's Knowledge Center and website, [www.abilitypath.org](http://www.abilitypath.org). Michelle Blakely explained that Community Gatepath has had a soft launch of their website and have invited Watch Me Grow partners and parents from their resource center to log onto their website which is also fully translated into Spanish. A request was made to provide the Commissioners with statistics on the number of website hits broken down by constituent groups.

**10. Grantee Presentation: Child Care Coordinating Council-SaMCARES**

Sarah Kinahan and Mindy Karo, from the Child Care Coordinating Council, provided a presentation on the SaMCARES program. Commissioner Walker recused herself from participating in this agenda item. The following are highlights from the presentation:

- The SaMCARES program has been in existence since 2001. The goals and objectives of the program include: increasing the education levels and professional qualifications of the child care workforce throughout San Mateo County, reducing turnover and stabilizing child care staffing in San Mateo County, and integration with other systems serving the ECE workforce in the County.
- A stable, qualified work force is critical in obtaining great outcomes for children indicating a continuing need for a program such as SaMCARES.
- The SaMCARES program allowed F5SMC to leverage funds from the California Department of Education, approximately \$300,000 in AB212 funding, as well as utilizing a

4:1 matching grant from First 5 California. This is the last year First 5 California matching funds are available.

- Since 2001, SaMCARES has successfully supported increased qualifications for over 1,400 ECE professionals.
- Input has been provided in the following ways for planning future rounds of the SaMCARES program: annual program evaluation by Applied Survey Research, an online survey to all child care providers within 4C's resource and referral database, discussions at community meetings (such as the Child Care Partnership Council, San Mateo County Family Child Care Association, Hispanic Providers Association), collaboration with EQUiP and Community Colleges to assure alignment and non-duplication of First 5 San Mateo County funded programs, and a literature review of ECE workforce articles.
- Primary findings after obtaining the previously mentioned input include: 1) Coaching, mentoring, and peer support are important and effective strategies; 2) SaMCARES supports college degree attainment linking higher education and quality; 3) Teachers need support in moving along career pathways; 4) A majority of teachers are interested in professional development if costs and barriers are minimized, and 5) San Mateo County's ECE workforce is aging and in need of recruiting new professionals.
- All SaMCARES programmatic changes are reviewed by an advisory committee consisting of representatives from F5SMC, the San Mateo County Office of Education, SaMCARES participants, Community Colleges, and other local ECE advocates and experts.
- Elements of the SaMCARES program that will continue in the next round are: providing an annual stipend to incentivize professional development and quality improvement, working at the same site for at least 1 year, working at least 15-20 hours a week directly with children, earning less than \$60,000 a year, holding a child development permit by the end of the year and meeting professional development requirements for every assigned step.
- New elements of the SaMCARES program for the next round are: allowing family child care providers to enter the program without ECE units, introducing several quality rating tools to participants, maintaining a base stipend level with additional bonus stipends for completion of quality enhancement activities, piloting new stipend and support strategies, and integrating services such as aligning the leadership class to support and enhance the goals and activities of EQUiP and community college mentoring programs.

Commissioners requested information about the average age of retirement for ECE professionals, data/participation rates for CARES programs in the Bay Area, and the level of funding for the SaMCARES program. Commissioners also noted how beneficial the SaMCARES program has been within the community.

**11. Approve 2 Contracts for the following Cycle 1 Funding Recipient (January 1, 2010 through June 30, 2012)**

The following two Cycle 1 funding contracts, 10.A Child Care Coordinating Council of San Mateo County, Inc. - Watch Me Grow - in the amount of \$446,000 and 10.B Child Care Coordinating Council of San Mateo County, Inc. – SaMCARES – in the amount of \$1,560,000, fund a workforce support program (SaMCARES) and part of Watch Me Grow, respectively. Commissioner Walker recused herself from this agenda item.

**MOTION: A motion for approval of 10.A Child Care Coordinating Council of San Mateo County, Inc.-Watch Me Grow-in the amount of \$446,000 was made by Commissioner Fraser and seconded by Commissioner Beasley Johnson.**

ROLL CALL:        YESSES:        Commissioners Barrios, Beasley Johnson, Fraser, Holbrook, Kaplan, and Mineta

NOES:                None

RECUSED:        Walker

ABSENT:            Commissioners Glascock and Gordon

**MOTION:    A motion for approval of 10.B Child Care Coordinating Council of San Mateo County, Inc.-SaMCARES-in the amount of \$1,560,000 was made by Commissioner Holbrook and seconded by Commissioner Fraser.**

ROLL CALL:        YESSES:        Commissioners Barrios, Beasley Johnson, Fraser, Holbrook, Kaplan, and Mineta

NOES:                None

RECUSED:        Walker

ABSENT:            Commissioners Glascock and Gordon

**12. Approve the Release of the FY 2008-09 Evaluation Reports for Pre to 3, Healthy Homes, and Learning Together to Mathematica Policy Research for use in a Comprehensive Review of Home Visiting Programs**

Mathematica is seeking unpublished studies for a comprehensive review of the evidence base for home visiting programs serving children prenatal to 5 years of age. The review is being conducted for the U.S. Department of Health and Human Services, and will be used to inform policy, new initiatives, and program directions at the federal level. First 5 San Mateo County (F5SMC) funds three relevant programs: Prenatal to 3, Healthy Homes, and Learning Together. This request falls under F5SMC's Intellectual Property Protocol which requires approval before the dissemination of the evaluation reports. The Commission requested revisiting the Intellectual Property Protocol. Debby Armstrong informed the Commission that the intent is to review all policies on an annual basis and that the Intellectual Property Protocol could be reviewed by the Finance and Administration Committee.

**MOTION:    A motion for approval of the release of the FY 2008-09 Evaluation Reports for Pre to 3, Healthy Homes, and Learning Together to Mathematica Policy Research for use in a comprehensive review of Home Visiting Programs was made by Commissioner Holbrook and seconded by Commissioner Beasley Johnson. Unanimously Approved.**

**13. Meeting Adjournment**

Commissioner Kaplan adjourned the meeting at 5:05 p.m.