



**Program and Planning Subcommittee**

December 7, 2009 10:00am – 11:30am

1700 S. El Camino Real, Suite 405, San Mateo, CA 94402

**Commissioners Present:**

Jean Holbrook and Beverly Beasley Johnson

**Staff Present:**

Debby Armstrong, Michelle Blakely, and David Fleishman

**1. Agenda Review and Announcements**

- Debby Armstrong provided a brief overview of the agenda. No changes were made.
- Michelle Blakely announced that program specialists would be attending the Program and Planning Subcommittee meetings henceforth on a rotating basis in order to participate and to take minutes.
- Debby Armstrong announced that Cynthia would be taking Commission meeting minutes since Chonne is more focused on communications than administration.

**2. Approve Minutes from the November 2 , 2009 Meeting**

- Minutes from the November 2, 2009 meeting were approved.

**3. School Readiness Discussion**

- Debby Armstrong framed the discussion in terms of a) recommending a different funding model from the RFP process; b) reviewing the funding amounts; and c) summarizing the programmatic changes recommended for the upcoming funding cycle.
- An Intent-to-Negotiate process was recommended for the funding process for reasons including allowing open competition, but supporting and encouraging community planning and collaboration, making best use of limited time and resources, and taking advantage of knowledge gained from the past eight years of implementation.
- Debby Armstrong explained that funding amounts would be less because a 1:1 First 5 California matching program (amounting to approximately \$610k annually) was ending.
- Michelle Blakely described the recommended program model that includes building upon elements from previous school readiness activities (ie, Learning Together, Kickoff-to-Kindergarten, Transition work towards pre-k and k12 alignment) serving low API communities, in order to provide a more integrated initiative that is responsive to communities' needs and capacities, and that is fiscally sound. .
- Discussion took place about the relative costs of different services and the programmatic ramifications of less overall funding, and the rationale for the programmatic and fiscal recommendations.
- There was consensus about moving forward with the recommended ITN funding model and program design.

**4. Oral Health Initiative**

- Debby Armstrong discussed the loss of our previous Oral Health grantee due to staff changes. Additionally, Debby described the intention to continue dental screenings and services (particularly at the Demo-site) and to provide public education,
- No specific recommendation was out forth and planning will continue.

**5. Children's Bill of Rights (CBoR) discussion**

- The Committee reviewed and made recommendations regarding a final draft of a CBoR communication document created by an-hoc committee that included F5SMC staff, Preschool California, the Silicon Valley Leadership Council.

**6. Meeting Dates and Adjourn**

- The meeting was adjourned at 10:30 am. The next scheduled Program and Planning Committee meeting date will be January 28, 2010 from 9:00-10:30 a.m.