

**First 5 San Mateo County
COMMISSION MEETING
MINUTES
May 24, 2010**

Present:

- Commission Members: Angel Barrios, Beverly Beasley Johnson, Jean Fraser, Jorge Glascock, 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, and Maricela Watt
- County Counsel: David Silberman
- Youth Commissioners: Terry Chan and Sylvia Chen

Absent: 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

There being no changes to the agenda, the May 24, 2010 agenda was approved.

MOTION: A motion for approval of the May 24, 2010 Agenda was made by Commissioner Holbrook and seconded by Commissioner Walker. Unanimously Approved.

3. Oral Communication from the Public

Commissioner Kaplan announced that speaker slips would be available for members of the public if they would like to speak about items not on the agenda. Public members can speak during each agenda item when that item is called.

4. Oral Communication from the Commission

Commissioner Holbrook introduced Superintendent Ann Campbell of the Portola Valley School District who will be running for the San Mateo County Superintendent of Schools position.

5. Approval of Minutes for the April 26, 2010 Commission Meeting

There being no additions or comments to the minutes, the April 26, 2010 Commission Meeting Minutes were approved.

MOTION: A motion for approval of the April 26, 2010 Commission Meeting Minutes was made by Commissioner Fraser and seconded by Commissioner Holbrook. Unanimously approved.

6. Executive Director's Report

Debby Armstrong provided the following verbal update:

- Debby Armstrong thanked Youth Commissioners Sylvia Chen and Terry Chan for serving on the F5SMC Commission this year working closely with their respective youth allies and F5SMC staff member Emily Roberts.
- F5SMC staff is preparing to present at the Board of Supervisors Budget Hearings the week of June 21st.
- On May 20th, Debby Armstrong, along with Jeanie McLoughlin and F5SMC staff member Jenifer Clark, participated on a panel for the Preschool Learning Exchange which was

hosted by the First 5 Association of California in Sacramento. The topics for the Learning Exchange were school readiness and kindergarten readiness assessments.

- One of the cuts in the Governor's proposed budget calls for the elimination for Calworks which would ultimately impact nearly 7,000 families in San Mateo County alone. Locally, child care programs/services would be affected as well. F5SMC staff continues to work closely with grantees as information on proposed budget cuts continues to be received. Commissioner Walker described the local impact if the childcare resource and referral network were to be eliminated.
- The systems mapping project, mentioned in previous ED Reports, will place all services for children 0-5 in the county in an accessible matrix which will display areas of overlap and allow for improved connection to services between service providers and families. Additional information on the systems mapping project will occur at the August Commission meeting.

The Commission asked whether there were any State budget updates relating specifically to either the State First 5 Commission or local First 5 Commissions. First 5 is not expected to be on the ballot; however a potential contribution for Healthy Families for \$81 million dollars is being looked at.

7. Consideration of Committee Updates and Reports

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

8. Review and Presentation of Youth Commission Projects

Youth Commissioners Terry Chan and Sylvia Chen, both students at Mills High School, presented their respective projects to the Commission and members of the public. Terry Chan's Youth Commission project focused on career information for Early Childhood Education. The presentation took place during Child Development classes at Mills High School. The presentation contained valuable information for students interested in careers in Early Childhood Education and the programs offered at local Community Colleges; Skyline and Cañada. Sylvia Chen's Youth Commission project took place at the Baden Infant Center in South San Francisco and centered on the Kit for New Parents. Sylvia Chen hosted a teen mother's focus group utilizing the Kit for New Parents in eliciting feedback on the Kit and F5SMC. In conclusion, both Youth Commissioners expressed their thanks to their youth allies, Commissioners Barrios and Mineta and Youth Commission Coordinator Huong Nguyen, and F5SMC staff member Emily Roberts. Commissioner Kaplan presented both Youth Commissioners with a F5SMC backpack.

9. Approve contract with Diana Harlick Consulting in the amount of \$161,800 for a term of 13 months (June 2010 – June 2011) as the Kit for New Parents: Curriculum and Training of Trainers Program Consultant

For the past nine years, First 5 San Mateo County has been distributing the Kit for New Parents throughout San Mateo County with over 56 distribution partners. The grant from the Packard Foundation will allow for an in depth assessment of current distribution methods, focus groups with distribution partners, increased outreach efforts to the Asian community, developing a curriculum for the Kit for New Parents as a tool for providers and parents, and a training of trainers component.

Debby Armstrong updated the Commission on the latest information from the State Commission with regard to the Kit. The total allotment of Kits will be reduced as of August 2010; however that reduction will not significantly affect F5SMC's current supply of Kits. The Kit is expected to be funded through 2013. The Packard Foundation was also informed of the latest information from the State Commission which will not change the scope of work for the project. The Commission asked whether the change in demographics distribution from the State Commission will affect the

allotment of Kits in the various languages. The State Commission is still in the process of defining the targeted population for distribution of the Kit. F5SMC staff is following through with the latest information received from the State Commission.

MOTION: A motion to approve the contract with Diana Harlick Consulting in the amount of \$161,800 for a term of 13 months (June 2010 – June 2011) as the Kit for New Parents: Curriculum and Training of Trainers Program Consultant was made by Commissioner Mineta and seconded by Commissioner Holbrook. Unanimously approved.

10. Presentation on Proposed Bridges to Success School Readiness Initiative Program Design

Debby Armstrong and Michelle Blakely provided a presentation on the Bridges to Success School Readiness Initiative Program Design. Commissioners Barrios, Holbrook, and Walker recused themselves from discussion. The following are highlights from the presentation:

- Bridges to Success (BTS) addressed one of the Commission's Desired Outcomes as outlined in the Strategic Plan: School Readiness;
- BTS program design came as the result of a community-based planning process, the Invitation to Negotiate (ITN);
- BTS elements build and expand upon the previous 8-9 years of F5SMC-funded school readiness efforts as well as national and local research;
- Next steps include: Extensive Review of Scopes of Work and Budgets from two agencies applying as co-leads for BTS; an assessment of resources and capacities; presentation at June Subcommittees; and a recommendation for approval of contracts at the June Commission Meeting.

Two public members, Jeanie McLoughlin and Ruth Pinkus-Resnik spoke after the presentation. Jeanie McLoughlin, from the San Mateo County Office of Education, applauded the commission for choosing to participate in the ITN process and F5SMC staff for facilitating the process for the Bridges to Success School Readiness Initiative which has encouraged a huge amount of collaboration. Ruth Pinkus-Resnik, from Family Connections, commented on providing the Kickoff to Kindergarten program to the local community school districts and asked for continued support of the program.

Debby Armstrong concluded by highlighting the importance of having a full attendance for the June Commission meeting since three Commissioners will need to recuse themselves from the Bridges to Success agenda item. In addition, Debby Armstrong thanked the community for their attendance at today's meeting and Steven LaFrance and staff from the LFA Group who has been assisting F5SMC staff in facilitating the Bridges to Success ITN process.

11. Meeting Adjournment

Commissioner Kaplan adjourned the meeting at 5:02 pm.