

PUBLIC HEARING MEETING NOTICE

FIRST 5 SAN MATEO COUNTY COMMISSION MEETING

DATE: Monday, January 23, 2017
TIME: 4:00 PM – 6:00 PM
ADDRESS: San Mateo County Office of Education
 101 Twin Dolphin Drive, 1st Floor Conference Room
 Redwood City, CA 94065

AGENDA

Estimated Duration: 2 Hours (Items 1-11)		
1.	Call to Order & Roll Call	Rodriguez
2.	Approval of the January 23, 2017 Commission Meeting Agenda	Rodriguez
3.	Public Comment *	Rodriguez
4.	Oral Communication from the Commission <ul style="list-style-type: none"> Welcome Commissioner/Supervisor David Canepa 	Rodriguez
5.	Farewell to Commissioner Pine	Rodriguez
6.	Approval of the November 28, 2016 Commission Meeting Minutes (See Attachment 6)	Rodriguez
7.	Report of the Executive Director (See Attachment 7)	Lopez
8.	Committee Updates <ul style="list-style-type: none"> No updates 	Rodriguez
9.	Presentation: First 5 Association of California “Advocacy and Systems Building”	Lopez/Moira Kenney
10.	Approval of First 5 San Mateo County 2017 Committee Members (See Attachment 10)	Rodriguez
11.	Discussion of the Governor’s Budget	Rodriguez
12.	Adjournment	Rodriguez

* **Public Comment:** This item is reserved for persons wishing to address the Commission on any Commission-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Listed on the Consent Agenda; 3) Executive Director’s Report on the Regular Agenda; or 4) Subcommittee Members’ Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

Persons wishing to address a particular agenda item should speak during that agenda item. If you wish to speak to the Commission, please fill out a speaker’s slip located in the box on the sign in table as you enter the conference room. If you have anything that you wish to be distributed to the Commission and included in the official record, please hand it to Chonne Sherman who will distribute the information to the Commissioners and staff. Speakers are customarily limited to two minutes, but an extension may be provided to you at the discretion of the Commission Chair.

Public records that relate to any item on the open session agenda for a regular Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The Commission has designated the First 5 San Mateo County office located at 1700 S. El Camino Real, Ste. 405, San Mateo CA, 94402, for making those public records available for inspection. The documents are also available on the First 5 Internet Web site at www.first5sanmateo.org.

IN COMPLIANCE WITH THE CALIFORNIA GOVERNMENT CODE AND THE AMERICANS WITH DISABILITIES

ACT: First 5 San Mateo County Commission meetings are accessible to individuals with disabilities. Contact Chonne Sherman at (650) 372-9500 x232, or at csherman@smcgov.org as soon as possible prior to the meeting, if (1) you need special assistance or a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting; or (2) you have a disability and wish to receive the meeting notice, agenda packet or other writings that may be distributed at the meeting in an alternative format. Notification in advance of the meeting will enable First 5 San Mateo County to make reasonable arrangements to ensure full accessibility to this meeting and the materials related to it.

**FIRST 5 SAN MATEO COUNTY (F5SMC)
COMMISSION MEETING MINUTES**

November 28, 2016

Present:

- Commission Members: Anne Campbell, Pam Frisella, Michael Garb, Lee Michelson, Neel Patel, Dave Pine, Sandra Phillips-Sved
- Staff: Michelle Blakely, Khanh Chau, Jenifer Clark, Kitty Lopez, Karen Pisani, Chonne Sherman, Mey Winata
- County Counsel: David Silberman
- Absent: Commissioners Rodriguez, Rogers and Youth Commissioner Pertseva

1. Call to Order & Roll Call

Commissioner Garb called the meeting to order at 4:06 PM.

2. Approval of the November 28, 2016 Commission Meeting Agenda

Commissioner Garb amended the Agenda moving Agenda Item 11, Presentation: San Mateo County Oral Health Coalition Strategic Plan 2017-2020 before Agenda Item 8. The Amended Agenda was approved.

MOTION: CAMPBELL / SECOND: PINE
AYES: CAMPBELL, FRISELLA, GARB, MICHELSON, PATEL, PHILLIPS-SVED, PINE
NOES: NONE
ABSENT: RODRIGUEZ, ROGERS

3. Public Comment

None.

4. Oral Communication from the Commission

Commissioner Campbell announced that the Childcare Partnership Council approved participation in sponsoring a forum in March or April of 2017. The forum will stress the importance of the 0-5 years, with a larger focus on the shortage of child care and early education facilities in San Mateo County. San Mateo legislative representatives and local private sector leaders will be invited to attend the forum. City governments have a large role to play in helping solve this problem as does the private sector; at the forum there will be a call to action.

Commissioner Campbell reminded her fellow Commissioners of their commitment as advocates for the 0-5 population and then proposed that the Commission participate as a co-sponsor for this event. The event is in the early planning stages; she will bring a proposal to the Commission for consideration. The final Brion Early Learning Childhood Facilities Study will be completed prior to forum, providing very specific data regarding the shortage of facilities.

Commissioner Frisella volunteered to be on the planning committee as she could utilize her contacts to discuss what can be done about this issue.

Commissioner Phillips-Sved expressed appreciation for the opportunity to attend the First 5 California Summit with Executive Director Kitty Lopez and Staff; sessions were excellent and the key note speakers were worthy of the applause they received for the information provided. To build on what was shared by Commissioner Campbell, once of the first comments in one of the sessions was on creating a Blue Ribbon Commission on early childhood and the importance of local politics to move the bar forward for early childhood.

5. Approval of the October 24, 2016 Commission Meeting Minutes

MOTION: MICHELSON / **SECOND:** PINE
AYES: CAMPBELL, FRISELLA, GARB, MICHELSON, PATEL, PHILLIPS-SVED, PINE
NOES: NONE
ABSENT: RODRIGUEZ, ROGERS

6. Executive Director's Report

Kitty Lopez highlighted a few items contained in the Executive Director's Report and closed the agenda item stating:

Following the turmoil of the election, partners, community agencies with whom F5SMC works are thanked for their dedication and commitment to all young children and their families regardless of race, gender, back ground; this is a shared community commitment.

7. Committee Update

Program, Operations and Planning Meeting, November 7, 2016 / Commissioner Campbell: The Committee is moving work forward on the Communications Plan, Big Data Project and spent quite a bit of time reviewing the website survey.

8. Approval of Contract for Family Engagement: Parent Partnerships, Parent Connectivity, and Training & Capacity Building with Puente de la Cost Sure, in the amount of \$86,552.30, Contract Term from October 1, 2016 to June 30, 2018

In July of 2016 the Finance and Administration Committee reviewed the contract with Family Connections which was then postponed due to the need for further negotiations. Ensuing negotiation efforts revealed that it would be more effective to contract separately with Family Connections and Puente de la Costa Sur. Before the Commission for approval today is the second piece of those negotiation efforts, the contract with Puente de la Costa Sur for technical assistance. The third component of this contract will be brought to the Commission in early 2017.

MOTION: FRISELLA / **SECOND:** CAMPBELL
ROLL CALL: CAMPBELL, FRISELLA, GARB, MICHELSON, PATEL, PHILLIPS-SVED, PINE
NOES: NONE
ABSENT: RODRIGUEZ, ROGERS

9. Nominate and Elect Chairman and Vice-Chairman for 2017

Iliana Rodriguez was nominated for Commission Chair and Commissioner Michelson for Vice-Chair.

MOTION: GARB / **SECOND:** FRISELLA
AYES: CAMPBELL, FRISELLA, GARB, MICHELSON, PATEL, PHILLIPS-SVED, PINE
NOES: NONE
ABSENT: RODRIGUEZ, ROGERS

10. Approval of First 5 San Mateo County 2017 Commission and Committee Meeting Calendar

MOTION: PHILLIPS SVED/ **SECOND:** PATEL
AYES: CAMPBELL, FRISELLA, GARB, MICHELSON, PATEL, PHILLIPS-SVED, PINE
NOES: NONE
ABSENT: ROGERS, RODRIGUEZ

11. Presentation: San Mateo County Oral Health Coalition Strategic Plan 2017-2020

Emily Roberts, F5SMC Program Specialist acknowledged the work of Commissioners Pine and Michelson as visionaries and catalysts in moving this work forward. She then introduced Nogita Thakur, Ravenswood Family Health Center. The power point presentation is available at first5.smcgov.org.

12. Presentation: Watch Me Grow and Help Me Grow

Emily Roberts introduced Cheryl Oku, Project Manager, Community Gatepath, and then provided a brief historical overview which included the Watch Me Grow Demonstration Site Spruce Elementary Campus ribbon cutting in 2008. To view the presentation by Cheryl Oku go to first5.smcgov.org.

13. Adjournment

Commissioner Garb thanked Commissioners for their support during his tenure as Commission Chair and adjourned the meeting at 5:36 PM.

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DATE: January 23, 2017
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Report of the Executive Director

FIRST 5 CALIFORNIA (F5CA) AND FIRST 5 ASSOCIATION (F5Assn) UPDATES

- 2017 Advocacy/Legislative Day: Commissioner Michael Garb, Kitty Lopez and Michelle Blakely will be in attendance at the First 5 Association's 2017 Advocacy Day in Sacramento on January 31, 2017 and will meet with local legislators from every San Mateo legislative office. Impact Stories focusing on the importance of oral health and the need for additional early child care facilities are being developed to highlight local work and the continuing need for legislative support for both of these important topics.

In addition to meeting with legislators, Advocacy Day also provides the opportunity for local staff and Commissioners to network with fellow First 5 leaders as we work together to communicate the importance of investing in young children and of First 5's role in supporting them throughout California.

FIRST 5 SAN MATEO COUNTY NEWS

- Office Construction Status: Construction to reduce office footprint is still underway. Construction is expected to be complete at the end of January; reorganization of staff placement and office functionality is expected to be completed within the first few weeks in February.

POLICY AND ADVOCACY

- Meeting with Assembly Member Kevin Mullin's Staff: On November 30, Michelle Blakely, Jenifer Clark, and Emily Roberts met with Ben Cohn, staffer for Assemblymember Kevin Mullin, to discuss policy priorities for young children and their families. F5SMC staff provided resources and background information on the return-on-investment of investing in young children and discussed policy opportunities related to child care workforce and facilities, oral health, family-friendly policies, among other topics.
- Protect Health Care Legislative Letter & Support: In December 2016, Kitty Lopez signed onto the letter of support authored by Children Now to urge local representatives to do the right thing by our kids. The letter was addressed to California's elected leaders in Congress urging our representatives in D.C. to stand with us and protect health coverage for kids. Half a million children would lose their health coverage under the proposed changes to the Affordable Care Act, and that is unacceptable.

In the past two decades, California has worked hard to transform itself from a state with nearly 2 million uninsured kids to one where every single child has access to affordable health insurance. We've come too far to turn back now.

- Early Learning Health Policy Workgroup Update: F5SMC saw the need and convened a small work group with partners (SMCOE, CCPC, 4Cs and SMCHD) to enhance alignment and integration between early learning and the health sector on a number of policy issues affecting children, parents and providers in early learning settings. The purpose of the meeting was to

share information, determine what additional information is warranted and to determine action items and next steps.

Issues/topics included: QRIS Child Health Screening Form procedures; Vaccination and Immunization Law/Mendoza 792: Nutrition and Healthy eating and Environmental Health: prevention and pesticide exposure.

- Child Care Facilities Update: A small group of concerned early early learning advocates including members of the Board of Supervisors, Silicon Valley Community Foundation, SV2, the County Office of Education, and F5SMC have been meeting to plan a multi-sector event to raise awareness and promote realistic solutions to the child care facilities crisis. The audience we hope to reach includes city council members and city planners, developers and employers. A planning committee meeting was held on January 12, 2017 to discuss next advocacy steps. Commissioners Anne Campbell and Dave Pine facilitated the planning meeting; Commissioner Pam Frisella, Kitty Lopez, and Michelle Blakely attended.
- Silicon Valley Children's Advocacy Network (SVCAN): Kitty Lopez and Michelle Blakely attended this network convening sponsored by Silicon Valley Community Foundation and the Center for Early Learning on January 11, 2017. The network includes members and organizations from both San Mateo and Santa Clara Counties; we discussed the recent state budget proposal and further actions and legislation that we may wish to support moving forward to ensure that the Governor and Legislature retain their previous commitment and investments in young children and their families.

FAMILY ENGAGEMENT

Friday Café Kick-Off Event: The Friday Café Kick-Off event being held on January 27th from 2-5 at CuriOdyssey, is shaping up nicely with over 70 people already registered to attend and several more on the waitlist. Many thanks to Commissioner Anne Campbell for participating in the even program and to Commissioners Garb and Frisella for attending (Kitty Lopez will provide opening remarks at the event. the even).

As a brief recap, F5SMC is instituting Friday Cafes with the assistance of the San Mateo County Office of Education and Peninsula Conflict Resolution Center (PCRC) as a way to address the need for a more formal and cohesive family engagement network in San Mateo County. Friday Cafes not only bring family-serving professionals together to network and share information, they also feature a mini presentation on topics of interest to the group, and underscore the importance of self-care in this often demanding line of work. Friday Cafes are one way that F5SMC is responding to the need for a more cohesive family engagement network as identified in Applied Survey Research's Family Engagement Survey 2016 conducted last spring.

HEALTH AND DEVELOPMENT

Silicon Valley Community Foundation's Developmental Screening Event: F5SMC staff members Michelle Blakely, Emily Roberts, and Jenifer Clark attended a small convening hosted by Silicon Valley Community Foundation and featuring State Senator Dr. Richard Pan on December 13th to release the preliminary results of their statewide developmental screening survey of pediatricians. The survey, which was funded by F5SMC through the Watch Me Grow Initiative, was completed by nearly 200 providers statewide, and asked questions about developmental screening practices, barriers, and resources. The event was well-attended and served as a first opportunity to look at some of the data. SVCF plans to share the survey results more widely after further analysis and mining.

Systems Change for Children with Special Health Care Needs (SHCN) Meeting: The Systems Change for Children with Special Health Care Needs quarterly meeting, jointly hosted and facilitated by Cheryl Oku of Gatepath and Emily Roberts, F5SMC, met on January 12th. The agenda for the meeting included a presentation by Michelle Sioson Hyman of the Silicon Valley Community Foundation, who

presented on the preliminary results of the developmental screening survey of pediatricians. In addition, Cheryl Oku presented the culminating project and deliverable for the California Children's Care Coordination Collaborative grant from Lucile Packard Foundation for Children's Health; a feasibility study of implementing a centralized telephone access point for developmental questions, concerns, and resources. The next meeting is scheduled for April 2017.

COMMUNICATIONS

Communications Plan Implementation Update: Chonne Sherman, Communications & Operations Liaison is managing the development and implementation of F5SMC's Communications Plan with communications consultant RSE (Runyon Saltzman, Inc.) and F5SMC Staff. The following are highlights of activities currently in process:

- New Website: RSE submitted two new website design concepts which were based on feedback from grantee and parent focus groups, and staff and Commission input via surveys. The final design was approved last week. Staff is currently working on the evaluation of current website content and the development of content for the new website. The website soft launch is scheduled for the end of May 2017.
- Social Media: RSE has updated the profile and cover photo for First 5 San Mateo's Facebook page and has created 3 new social media platforms. RSE which will begin to populate all platforms in February. There will be informational posts about who we are and what we do to support children and families in San Mateo County. RSE will promote F5SMC's new social accounts (Instagram, Twitter and LinkedIn) across all channels. F5SMC's Facebook page will also be populated by RSE staff and Chonne Sherman on a regular basis.

F5SMC will be very active on Twitter with 2-3 tweets and retweets a day. Lastly, posts for LinkedIn will happen a few times a month.

- Development of Communication Policies and Standardized Internal Processes: A component of RSE's Scope of Services is to develop fundamental communication tools, outreach methods, outline and schedule of communication activities that once created, can be used year after year and updated as needed. This work is underway! The processes will include communication planning activities in the pre and earliest stages of the implementation of F5SMC funded programs that will enable F5SMC to continue communications efforts consistently into the future.

RESEARCH AND EVALUATION

Persimmony Online Data Management System Training: F5SMC and Persimmony staff have held six trainings on the Persimmony Grants Management and Online Data System, hosted at the SMCOE computer training lab for funded partners. Attendees received their Persimmony user names and passwords, logged in to the system, and learned how to enter and submit invoices, budget revision requests, Scope of Work updates, and aggregate client data. Jenifer Clark attends all trainings and provides technical assistance to anyone who has questions or encounters challenges using the system.

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Date: January 23, 2017
To: First 5 San Mateo County Commissioners
From: Iliana Rodriguez, First 5 San Mateo County Commission Chair
Re: Approval of First 5 San Mateo County 2017 Committee Members

ACTION REQUESTED

Approval of First 5 San Mateo County 2017 Committee Members

BACKGROUND

Each year, the Commission nominates and appoints Commission officers, which include the Chair and Vice-Chair, in addition to members of two standing Committees and one advisory Committee established by First 5 San Mateo County (F5SMC). At the November 2016 Commission meeting, Commissioner Rodriguez was nominated as Chair and Commissioner Michelson as Vice-Chair for 2017; both nominations were approved by the Commission.

First 5 San Mateo County Committees provide technical assistance and professional expertise by reviewing materials and making recommendations for consideration by the full Commission. As long as a quorum of the Commission is present, which is a requirement to initiate the transaction of business at any regular or special meeting of the Commission, Committee Members may be approved by an affirmative majority vote of at least 4 Commissioners. .

Committee Members then elect Committee Chairs and appoint public members as appropriate

The following are appointment recommendations for First 5 San Mateo County 2017 Committees:

First 5 San Mateo County Committees

Committee	Committee Description	Members for 2017
Finance and Administration	Reviews the Commission's financial operations including but not limited to the: annual budget, annual audit, long term financial planning, and investment strategies.	Michael Garb Lee Michelson Iliana Rodriguez COMMITTEE CHAIR: Lee Michelson
Program, Operations and Planning <i>(also referred to as POP)</i>	Reviews program specific content areas and helps facilitate the successful implementation of the Commission's Strategic Plan.	Anne Campbell Sandra Phillips-Sved Harvey Kaplan, Public Member COMMITTEE CHAIR: Anne Campbell
Early Childhood Evaluation Advisory	Reviews the implementation of First 5 San Mateo County's outcome-based evaluation framework and helps the Commission use evaluation results to inform strategic decision making.	Pam Frisella Michael Garb Louise Rogers * <i>Public Member TBD</i> COMMITTEE CHAIR: Pam Frisella

Attachment 10

The following 2017 Commission and Committee schedule was developed based on meeting dates and times that have been established by the Commission members and approved at the November 28, 2016 Commission meeting:

Commission Meetings	4th Monday of each month	4:00 pm - 6:00 pm
Finance & Administration	2nd Monday of each month	9:00 am - 10:00 am
Program, Operations & Planning (POP)	1st Monday of each month	4:00 pm - 5:00 pm
Early Childhood Evaluation Advisory	3rd Monday (bi-monthly)	3:30 pm - 5:00 pm

RECOMMENDATION

Approval of First 5 San Mateo County 2017 Committee Members