

# Children and Families Commission

## Meeting Minutes June 12, 2006

**Members Present:** Katcho Achadjian, Lee Collins, Julian Crocker, Don Dennison, Joel Diringer, Kathy Long, Biz Steinberg and Dr. Greg Thomas

**Members Absent:** Dr. Rene Bravo (excused),

**Staff Present:** Susan Hughes, Armando Corella, and Amanda Wilson

**Call to Order:** Chairperson Katcho Achadjian called the meeting to order at 8:30 a.m.

### Public Comment

Carol Capito, Coordinator for the Child Care Planning Council (CCPC), spoke briefly to the Commission regarding the CARES Project. The CCPC is planning to prepare a scaled down CARES model to fund child care providers and will submit it to the Commission for consideration.

### Policy Review and Approval

Susan Hughes presented the Administrative Cost/Cap Policy for Commission approval as required by new AB109 legislation. The policy is modeled after policies of other First 5 Commissions around the State and addresses all the elements required by the new law. Ms. Hughes reviewed details of the proposed 15% administrative cap. The Commissioners briefly discussed the administrative costs to determine appropriate action.

Commissioner Crocker moved, seconded by Commissioner Collins, to approve the policy at the proposed 15% administrative cap and also to include "non-direct program related costs" when referencing administrative costs. The motion passed unanimously.

Warren Jensen from the County Counsel's office presented the final drafts of policies required by legislation AB 109. The Commissioners, Mr. Jensen and Ms. Hughes briefly discussed the verbiage and ramifications of the different policies. The Commission voted to approve the proposed policies as follows:

- Employee Salaries and Benefits Policy - Commissioner Collins moved, seconded by Commissioner Crocker. The motion was passed unanimously.
- Conflict of Interest Policy - Commissioner Collins moved, seconded by Commissioner Crocker. The motion passed unanimously
- Contracting and Procurement - Commissioner Thomas moved, seconded by Commissioner Collins. The motion passed unanimously.

Mr. Jensen told the Commission the First 5 Ordinance with the updated verbiage required by new legislation, would be presented to the Board of Supervisor's for introduction on June 20, 2006.

### **Consideration/Approval of agreement between the Department of Social Services and First 5 for purposes of funding First 5 activities in an amount not to exceed \$329,000**

Commission Collins gave an update on the contract with Benton and Associates and informed the Commission of a proposed contract between Department of Social Services and First 5 SLO County. The contract would provide \$329,000 of available D.S.S. administered funding from the Child Welfare department for First 5 activities. Commissioner Collins said the contract is in the early stages and is before County Counsel for review. Upon County Counsel's approval, Commissioner Collins proposed the Commission draft an agreement that would allow First 5 SLO County to accept funding from Department of Social Services. Commissioner Crocker moved, seconded by Commissioner Steinberg, and the motion passed unanimously with Commissioner Collins abstaining.

### **Consent Agenda**

Commissioner Collins moved, seconded by Commissioner Steinberg to approve the consent agenda items as follows:

- 1) May 3, 2006 minutes
- 2) Approval of 2006/07 Administrative and Program Budget
- 3) Approval to prepare the School Readiness re-application for the Georgia Brown School Readiness Project, including applying for \$119,303 in state matching funds.

The motion was passed unanimously.

### **Commissioner Comments**

- Commissioner Diring announced he facilitated a panel on Oral Health at the First 5 State Conference.
- Commissioner Crocker expressed his disappointment regarding Prop 82 not passing in the latest election.
- Commissioner Steinberg discussed ways the Commission can address the all day child care needs of children.

With no other comments from the Commissioners, Chairperson Achadjian concluded the business part of the agenda and proceeded to the Strategic Planning section of the agenda.

## Strategic Planning

During the Strategic Planning portion of the meeting, the Commissioners and First 5 staff reviewed and discussed the following items:

- County Birth Rate Trends and Projections 2000-2005
- Financial Plan Options 2007-2013 – Three different revenue projections were presented for consideration:
  - 1) An original revenue projection approved in 2001 by First 5 SLO.  
The revenues in this scenario reduce over time by 6% a year. The 6% annual reduction in revenue has proven conservative. Actual revenues have been higher than projected revenue since the adoption of the plan.
  - 2) A medium revenue projection calculated by First 5 SLO County Staff.  
The medium revenue was projected using the following calculation: Original Revenue Projections were increased by the difference between State Projected Revenues and Original Revenue Projections.
  - 3) A state revenue projection prepared by the State First 5 Commission.  
State Revenue projections were released in February 2005 and based on projected birth rates and tax revenues.

Each plan assumed 1) 3% interest 2) 2.5% CPI 3) expenditures at the same level.

- Projected Annual Cost of Direct Services and Initiatives based on current contract obligations.
- Projected Revenues – (Original, Medium and State) 2007-2010 vs. Current Expenditures (2006-2007) Direct Services & Initiatives – Deficit Scenario
- Recommendations to reduce current 2004-2007 Direct Service Funding
- Projected Unexpended Funds after June 20, 2007 Direct Service Programs (2004-2007)
- Hypothetical budget for Core School Readiness Programs – Georgia Brown and Oceano Elementary Schools (2007-2010)
- Out of Cycle/New/Future Funding Requests 2007-2010
- API scores at School Readiness sites in SLO County 1999 – 2005

Ms. Hughes and the Commission discussed the ten-year financial plan and future expenditures. The Commissioners reviewed balances for both direct service and initiatives and proposed different fund balance amounts to sustain the Commission over the next seven years.

The morning session ended with a preliminary exercise to determine the Commissioner's individual funding priorities, which included initiatives, direct service programs and new program proposals.

With no further discussion, Chairperson Achadjian adjourned the meeting at 12:00 p.m.

**All materials referred to in these minutes are available at the First 5 Children & Families Commission office. For a more detailed account, tapes of the meeting are available by calling 781-4058.**

**The next regular Commission meeting will be:  
Wednesday August 23, 2006  
4:00 p.m. to 7:00 p.m.  
McMillan Complex Conference Room  
2995 McMillan Ave.  
San Luis Obispo, CA**