

**First 5 SLO County
Children and Families Commission
Meeting Minutes August 29, 2007**

Members Present: Katcho Achadjian County Board of Supervisors
Carol Capito Child Care Planning Council
Lee Collins County Dept of Social Services
Julian Crocker County Office of Education
Don Dennison Children's Services Network
Janet Murphy Community at Large
Rosalinda Rodriguez Community at Large
Greg Thomas, M.D. County Dept. of Public Health

Members Absent: René Bravo, M.D. SLO County Medical Society

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

Call to Order: Chairperson Katcho Achadjian called the meeting to order at 4:00 p.m.

Public Comment:

There were no comments from the public.

Consent Agenda

Commissioner Collins moved, seconded by Commissioner Murphy, to approve the Consent Agenda items as follows:

- 1) June 27, 2007 minutes
- 2) An amended School Readiness contract with Paso Robles Joint Unified School District in the amount of \$665,204.00. The original contract in the amount of \$785,204 is being reduced by \$120,000 because Family Support and Counseling Services will be a direct contract with First 5.

The motion passed unanimously.

Chairperson Achadjian moved the Beginnings presentation ahead in the agenda due to use of audio visual equipment that would have been disruptive in the schedule of the meeting.

Beginnings Perinatal Substance Abuse Project

Lisa Fraser, Executive Director of San Luis Obispo County Child Abuse Prevention Council, presented an update on the activities of the *Beginnings* collaborative. Ms. Fraser introduced Darren Thomas, who has created a website informing young women of the dangers of drinking, smoking and doing drugs while they are pregnant as well as before they become pregnant. Mr. Thomas previewed the website for the Commission which included young women conveying different facts regarding perinatal substance abuse. The website targets 18-24 year old women who are responsible for 85% of the births in SLO County.

Chairperson Achadjian asked if interviews would be conducted with men. Mr. Thomas said there would be young men involved in future updates for the website. Commissioner Collins asked if there was a Spanish version being developed. Mr. Thomas replied there would be a Spanish version developed as well as other

languages. Commissioner Murphy expressed her approval of the website and stated she had students in her child development classes at Cal Poly that would most likely be willing to appear on the website.

Commissioner Thomas asked if the project would be marketed to family planning providers for them to display in their waiting rooms. Ms. Fraser said it was great idea and she would look into contacting the centers. Ms. Fraser also announced that Sept 9th is International Fetal Alcohol Syndrome Day and the *Beginnings* collaborative will go before the Board of Supervisors on Sept. 11th to present a resolution on this issue.

Chairperson Achadjian thanked Ms. Fraser and Mr. Thomas for the informational update.

Children's Health Initiative

Kena Burke, Executive Director of the Children's Health Initiative (CHI) gave a power point presentation on the progress of the Healthy Kids Insurance program. As of August 2007 184 children ages 0-5 have accessed health care services through Healthy Kids. (Coverage began in Sept. 2005) Margaret Androwski, Healthy Kids Care Coordinator reviewed the streamlined information form and informed the Commission of local outreach activities. Ms. Androwski introduced Robin Smith, Producer for Health and Harmony Media who developed the Picture of Health Organizer. Ms. Smith reviewed the details of the binder which will help parents organize insurance papers, health care information and their child's medical history. The binder also includes a DVD which helps parents utilize the binder and become an advocate for their child's health.

Commissioner Thomas asked if the binder project was paid thru the Organizational, Enrollment, Retention and Utilization grant. Ms. Smith replied yes it was and there were 1,000 produced in English and Spanish. Ms. Burke introduced Theresa Markle, from the Santa Barbara Regional Health Authority who informed the Commission of outreach activities regarding Healthy Kids that will include both Santa Barbara County and SLO County.

Chairperson Achadjian thanked the presenters for their efforts.

Medi-Cal Administrative Activities (MAA)

Susan Hughes informed the Commission that Jim DeAlba, consultant from Health Reach Associates, Inc., has recommended the following First 5 programs participate in annual MAA leveraging activities:

Organization Name	Contract Amount	Total Projected MAA Revenue
Babes/Breastfeeding	208,333	8,673
Baby's First Breath	150,000	6,380
Children's Health Initiative	390,755	14,963
First 5 Staff		40,000
Martha's Place	250,000	51,623

Largely due to the time gap when funds are leveraged versus when they are received, First 5 staff recommended MAA funds which are leveraged by the programs/initiatives listed above remain with the Commission. The funds would be allocated to future programs that address the Commission's strategic plan.

Staff also recommended the Commission adopt a policy requiring participating school districts to reinvest MAA funds leveraged with School Readiness funds into future programs and activities that target children ages 0-5 and their families.

Commissioner Capito asked if the programs listed above would be compensated for their time studies. Ms. Hughes replied the time spent doing the time study would be approximately 5 minutes a day, one month out of the year and wouldn't require any compensation. Mr. Corella added the time study is designed to be specific for that individual program. Monica LeMelle, MAA/TCM Coordinator for SLO County commented the time study is only once a year and the time study has been streamlined for easier input by each program.

Commissioner Collins moved, seconded by Commissioner Thomas to accept all of the First 5 staff recommendations regarding MAA funding.

The motion passed unanimously.

Paso Robles First 5 Family Center Update

Commissioner Crocker provided an update regarding the First 5 Family Center in Paso Robles. The various architectural issues have been worked out. Financing is still a challenge, but Commissioner Crocker is confident that issue will be resolved and remains hopeful about financial support from the City of Paso Robles.

Chairperson Achadjian thanked him for his update.

2006-07 Administrative Budget Report and Operating Statement

Ms. Hughes provided a brief Powerpoint presentation on the 2006-07 Administrative Budget Report and Operating Statement. The 2006-07 Administrative Budget was \$318,168. Year to Date expenses were \$239,172. As of June 30, 2007, 75% of the administrative budget has been spent with Net Revenue at \$683,510.

Net Administrative Expense	\$239,173
Program Expense	\$2,069,575
Total Adjusted Operating Expense	\$2,308,748
Administrative %	10.4%

Commissioner Thomas moved, seconded by Commissioner Crocker to accept the 2006-07 Administrative Budget Report and Operating Statement. The motion passed unanimously.

Staff Report

Ms. Hughes informed the Commission of various First 5 activities. Wendy Wendt will be attending an oral health conference sponsored the California Dept. of Public Health. Ms. Wendt will also give a presentation to the SLO Dental Society in October. From that presentation she will form a working group that will help organize an oral health summit.

Ms. Hughes spoke about the restructuring of the Children Services Network (CSN) and the ramifications to First 5. Some of the restructuring goals will be to:

- Narrow/focus priorities and activities
- Establish concrete goals with measurable outcomes
- Improve CSN's ability to impact the decision-making process effecting children/families
- Implement multi-level structure
- Improve productivity

Ms. Hughes said the restructured design includes 4 levels:

- Executive Policy Level
- Support Level
- Implementation Level
- Affiliate Level

Commissioner Dennison commented agencies participating at the Executive Policy Level need to be the decision makers in the recommendations of the restructuring process. Since the current First 5 designated member to the Commission may not be a member of the re-structured council, there may be a change in the First 5 membership from CSN. This issue will be discussed at the next CSN meeting.

Commissioner Crocker thanked Ms. Hughes and Commissioner Dennison for clarification in this matter and hoped that all issues could be worked out.

Ms. Hughes announced that First 5 staff will report on the 2007-08 Strategic Planning with regards to the Home Visiting Re-design and the Human Resources Organizational/Cost Study at the October commission meeting. The 2006-07 Audit and Annual Report will also be reviewed at the October meeting.

Ms. Hughes provided an update on the hiring of the Accountant I position that has been narrowed to three prospective employees. A decision will be made soon. Ms. Hughes went on to say the Administrative Asst. III position will be open soon because Amanda Wilson has resigned her First 5 position as of September 21, 2007 to attend the California Culinary Academy in San Francisco. Ms. Hughes introduced Anne Tognazzini from the Office of Emergency Services, as the new Administrative Asst. III. Chairperson Achadjian thanked Ms. Wilson for all of her help and presented her with a gift of various cooking utensils that she will need for her new career path. Ms. Wilson thanked the Commission for the opportunity to work for such a great cause.

Chairperson Achadjian asked Dr. Joseph Holifield for an update on Martha's Place. Dr. Holifield reported on the first graduate from Martha's Place; a young girl who had attachment issues with her father and after four months of therapy, the girl is now smiling and laughing with her father.

With no other announcements or comments, Chairperson Achadjian adjourned the meeting at 5:30 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, October 24, 2007
From 4:00 – 7:00 p.m.
McMillan Complex Conference Room
2975 McMillan Ave., Room MMI
San Luis Obispo, CA 93401**