

FIRST 5 CHILDREN AND FAMILIES COMMISSION

San Luis Obispo County

COMMISSION MEETING MINUTES

August 27, 2008

MEMBERS PRESENT

Carol Capito	Child Care Planning Council
Lee Collins	SLO County Social Services
Julian Crocker	SLO County Office of Education
Don Dennison	Children's Services Network
Janet Murphy	Community at Large
Rosalinda Rodriguez	Community at Large
Greg Thomas, M.D.	SLO Co Public Health (back-up CHO)

MEMBERS EXCUSED

Katcho Achadjian	SLO County Board of Supervisors
René Bravo, M.D.	SLO County Medical Association

STAFF PRESENT

Susan Hughes, Jason Wells, Anne Tognazzini

CALL TO ORDER

Vice Chair Dennison called the meeting to order at 4:08 PM.

PUBLIC COMMENT

Lisa Fraser, Executive Director of the San Luis Obispo County Child Abuse Prevention Council (SLO-CAP), noted that Sept. 9 is National Fetal Alcohol Spectrum Disorders Day, and spoke of related activities. She also provided handouts regarding an upcoming Public Forum sponsored by SLO-CAP and about the Nine-Zero campaign. She thanked the Commission for its support and also announced the receipt of a \$75,000 Community Collaboration grant from United Way. Commissioner Thomas suggested that information on National FAS Day be placed in Cal Poly's *Mustang Daily* newspaper.

There were no other comments from the public.

CONSENT AGENDA

1) Approval of June 25, 2008 Commission Meeting Minutes

Vice Chair Dennison noted that the Minutes need to be corrected to reflect that Commissioner Thomas was in attendance. Commissioner Capito made a motion to accept the corrected Minutes. The motion was seconded by Commissioner Thomas and passed unanimously.

2) Approval of the First 5 SLO Employee Handbook

Susan Hughes, First 5 Executive Director, noted she had received a number of comments regarding the Employee Handbook, from Commissioners Thomas, Capito, and Crocker. Commissioner Capito's letter detailing her concerns with the Handbook was distributed, and all

of the Commissioners' concerns and suggestions were discussed.

It was decided that additional work would be done on the Handbook, with the guidance of County Counsel, prior to the next Commission Meeting. Susan Hoffman was also introduced, as newly assigned County Counsel for the Commission.

3) Amendment to the Commission's Conflict of Interest Code

Ms. Hughes explained that an amendment to the Commission's Conflict of Interest Code was needed due to the County Clerk's address change, and to expand the list of designated employees to include the First 5 Executive Director and Program Officer. Commissioner Crocker made a motion to approve the amendment. It was seconded by Commissioner Collins and passed unanimously.

APPROVAL OF FOURTH QUARTER FINANCIAL STATEMENT

Ms. Hughes reported on the Fourth Quarter Financial Statement for fiscal year 2007-2008, ending 6/30/08 (unaudited). She noted that 85% of the Administrative budget had been spent, and that the Administrative expense as a percentage of total operating expense was 10%.

There were no comments or questions from the public.

Commissioner Collins made a motion to approve the report. It was seconded by Commissioner Rodriguez and passed unanimously.

CHILDREN'S ORAL HEALTH INITIATIVE

Update on Surgery Case Manager Contract

Mary Gallegos, supervising Public Health Nurse for the Children's Medical Services division of the Public Health Agency, provided an update on the Surgery Case Manager Contract.

Ms. Gallegos noted that despite cuts in state funds, Cecilia Merrill was able to continue her oral surgery case management work, thanks to First 5 funds. She reported that in addition to focusing on the 0-5 population, the position is also focusing on after-surgery follow-up. She also noted she would be providing quarterly reports to First 5.

Ms. Gallegos reported that in May 2007, there were 117 children on the oral surgery waiting list. Now there are 16, with surgeries being done by Doctors Smith and Walker, as well as by Dr. Forrester at La Clinica de Tolosa. Additionally a registered dental hygienist is assisting with treatments.

Vice Chair Dennison opened the discussion to the public. Dr. Smith, pediatric dentist, expressed his opinion that the situation was "not quite as rosy" as presented, and he felt they had not been involved in the planning as much as they could have been. He stated that because the process has changed greatly, and they are not seeing the number of patients they expected, he wasn't sure they would continue to be involved.

Ms. Gallegos noted that the process had changed in order to get children into treatment more quickly. She explained that screening is being done on a small group of children weekly, rather than conducting a much larger screening clinic infrequently. She also explained that CHDP (Children's Health and Disability Prevention program) is no longer the gatekeeper for dental treatment: rather, healthcare providers are being told they can give a list of dentists to patients, rather than telling patients they have to be screened by Doctors Smith and Walker.

- 1) Update on the progress for the coordination of Children's Oral Health and
- 2) Approval to enter into a contract with the successful applicant.

Jason Wells, First 5 Program Officer, provided an update on the Children's Oral Health coordination project which was approved in May 2008. He reported on the Request For Qualifications (RFQ) process, with its deadline of July 30, 2008. He also explained the procedure of reviewing and scoring the three applications, and reported that the selected applicant was Kathy Phipps, who applied as part of a consortium which also includes Joel Diringer and Maureen Titus. Ms. Hughes noted that a contract, a scope of work, and a budget justification will be presented at the next meeting, following discussion and negotiations with the consortium.

Commissioner Thomas clarified that the motion would be to approve the development of a contract, rather than to approve entering into a contract.

Commissioner Rodriguez asked that in the future, it would be helpful to have additional information on all applicants, including scoring/rating details.

Commissioner Crocker asked if a contract with the consortium might create a conflict of interest, since a member of the consortium used to be member of the First 5 Commission. Susan Hoffman, County Counsel, stated there wouldn't be a conflict.

Commissioner Crocker asked that the scope of work be very specific about the results expected and the evaluation process. Ms. Hughes assured him that a scope of work would be carefully developed through discussions involving First 5 staff, the consortium, and evaluator Tom Keifer.

There were no comments or questions from the public.

Commissioner Capito made a motion to allow staff to develop a scope of work, outcomes, and operating budget for the Phipps consortium. It was seconded by Commissioner Crocker and passed unanimously.

2009-11 STRATEGIC PLANNING

Jason Wells did a Strategic Planning presentation titled "Raising Our Future." It included an historical overview, which reviewed established priorities and amendments to the plan over time. The historical overview covered programs funded throughout the history of First 5 San Luis Obispo County, from the First Strategic Process (beginning October 99), through past revisions (Revision One; Revision Two, major; Revision Three, minor) and in anticipation of upcoming revisions (Revision Four, minor; and Revision 5, major). He noted that emerging Commission initiatives include Children's Oral Health and Universal Home Visitation.

Commissioner Murphy suggested that a handout of Mr. Wells' PowerPoint presentation be provided to new Commissioners. Mr. Wells thanked Tom Keifer for his assistance in summarizing First 5's history.

There were no comments or questions from the public.

FIRST 5 EARLY EDUCATION AND FAMILY RESOURCE CENTER UPDATE

Commissioner Crocker reported on the First 5 Early Education and Family Resource Center in Paso Robles. He noted that they have the land and a very good plan and vision, and it is now an issue of funding actual construction.

He noted the architectural drawings are at least 95% complete, and the City of Paso Robles continues to be a potential partner and source of income, as they progress on a redevelopment planning process for all of Paso Robles.

He expressed confidence that combinations of money could be brought together to fund construction. Possibilities might include money from the City of Paso Robles, additional money from the Commission, some sort of financing or borrowing to be paid by users in the way of leases, or from Orfalea, a private donor, or the school district.

Commissioner Crocker also noted that student achievement at Georgia Brown and Oceano has dramatically increased in last two years, and it could be connected to high quality preschools at both locations. He noted the kindergarten teachers have reported increased kindergarten readiness at both locations.

Commissioner Murphy asked about the anticipated start of construction, and Commissioner Crocker stated that after getting funding, it would take 6-7 months to actually break ground. Commissioner Murphy also suggested putting it out to local contractors in case any want to donate services for portions of the construction.

STAFF REPORT

Ms. Hughes provided a Staff Report, including updates on 1) the office move and various organizational structure changes, 2) protecting Prop 10 funding, 3) a recent Partners' meeting, 4) a *Times Press-Recorder* Viewpoint article on immunization, 5) First 5's "Read Every Day" PSAs, and 5) the dedication of United Way's "Born Learning Trail" in Mitchell Park, which First 5 helped sponsor. Commissioners Thomas and Capito spoke about the focus of Born Learning, and Commissioner Thomas suggested that United Way could do a Born Learning presentation at a Commission meeting. Ms. Hughes stated she would arrange it and noted that she could see great potential for working with United Way in the future.

Susan also noted that, in upcoming weeks, First 5 staff will be focusing on the Local Audit, the State Annual Report, the Oral Health Coordination Project, Strategic Planning, and School Readiness rollover funds.

COMMISSIONER COMMENTS AND ANNOUNCEMENTS

Commissioner Thomas asked for an update on the legislation which could affect whether First 5 can continue to leverage MAA (Medi-Cal Administrative Activities) funds. Ms. Hughes explained that the related bill was in a holding pattern, but it appears positive that First 5 will be able to continue to leverage funds. She noted that First 5 staff recently trained on MAA time survey documentation and Mr. Wells added that a letter of support would be drafted for the Board of Supervisors, to follow their earlier proclamation of support for the bill.

Commissioner Crocker thanked the staff for work related to the move. Commissioner Thomas also thanked the staff for the good work they've been doing.

Ms. Hughes announced that the September meeting is the last meeting for Commissioner

Thomas as a First 5 Commissioner, as the County has hired a new County Health Officer, who will take his place on the Commission.

ADJOURNMENT

With no other announcements or comments, Vice Chair Dennison adjourned the meeting at 6:30 PM.

**All materials referred to in these minutes are available at the
First 5 Children & Families Commission office.
For a more detailed account, recordings of the meeting
are available by calling (805) 781-4058.**

**The next regular Commission meeting will be:
September 24, 2008, 4:00 - 6:30 p.m.
2975 McMillan Ave., Room MM1, San Luis Obispo, CA 93401**