



**“There can be no keener revelation of a society’s soul
than the way in which it treats its children.”**
Nelson Mandela

To: Applicant for Representative at Large Seat

From: Susan Hughes, Executive Director

Date: October 28, 2011

Re: Applicant information and application instructions

The Children and Families Commission of San Luis Obispo County (First 5 San Luis Obispo County) is seeking a community representative to serve as Representative at Large, Community. The Commission is responsible for allocating approximately \$1.4 million per year to promote and improve programs that support the early development of children, aged prenatal to 5.

The Commission meets on the fourth Wednesday of the month during the months of January, March, May, June, August, September (if required), October and the first Wednesday in December. Meetings are held from 4:00 to 6:30 p.m. in San Luis Obispo. If necessary, date, time, and location may occasionally change. In general, applicants should plan to spend 3-5 hours reviewing materials during the months the Commission is scheduled to meet.

Periodically, commissioners may also be required to attend additional meetings, including but not limited to strategic planning, the assessment of community needs and grant proposal review. Commissioners may also choose to attend special First 5 SLO County events, such as ribbon-cutting ceremonies and conferences.

The standard term of service is four years; however, because this recruitment will fill a vacancy on the Commission, the term for this seat will be from the date of appointment by the SLO County Board of Supervisors (expected in February 2012) until July 2015. Commissioners representing this category may apply for successive terms.

Interested individuals may be parents; recipients of project services included in the Commission’s strategic plan; or educators specializing in early childhood development or involved with a child care resource and referral agency. They may also be representatives of a local child care coordinating group; a local organization for prevention or early intervention for families at risk; a community-based organization that has a goal of promoting and nurturing early childhood development; a local school district; or a local medical, pediatric, or obstetric agency, association or society.

Interested individuals will be required to complete an application due in the Commission office by 5:00 p.m., Wednesday, January 11, 2012. Applications may be delivered or mailed to the First 5 SLO County office, 3220 S. Higuera St. Suite 232, San Luis Obispo, CA 93401 or emailed to: first5@first5slo.org.

For more information or a copy of the application please call 781-4058 or visit the First 5 San Luis Obispo County website (first5slo.org).



Representative at Large Seat: (1 vacancy)

The process to create a pool of qualified applicants for the Representative at Large seat is below.

- 1) All potential candidates will complete a First 5 San Luis Obispo County application (attached).
- 2) **All applications will be due at the First 5 San Luis Obispo County office no later than January 11, 2012 at 5 PM. (Postmarks will not be accepted.)**
- 3) Completed applications received by the deadline will be sent to current Commissioners for their review in advance of the January 25, 2012 Commission meeting.
- 4) During the January 25, 2012 meeting, the Commission will approve the Representative at Large member to be recommended to the San Luis Obispo County Board of Supervisors.
 - a. **All applicants will be invited to give a three minute presentation at the meeting regarding their qualifications, including why they would like to be a Commission member.**
 - b. Following the presentations, Commission members will discuss the applications in public and then rank them privately.
 - c. Commission rankings will be counted by staff and the successful applicant will be announced by the Commission Chair at the meeting.
- 5) Following the January 25, 2012 meeting, the recommended candidate will be forwarded to the Board of Supervisors for final appointment to the Commission.
- 6) The first Commission meeting for the new member will be March 28, 2012. Prior to that date, the new Commissioner will have the opportunity to attend an orientation meeting with First 5 San Luis Obispo County staff. A new Commissioner orientation manual will also be provided to the new member.

**Application for Appointment to First 5 SLO County
Children and Families Commission
Representative at Large, Community**

Date:	
Name:	
Mailing Address:	
Business Phone:	
Home Phone:	
Email Address:	
Years in County:	

The legislation that created the Children and Families Commission requires that members have expertise in areas related to early childhood development. Representatives at Large may be parents; recipients of project services included in the Commission’s strategic plan; or educators specializing in early childhood development or involved with a child care resource and referral agency. They may also be representatives of a local child care coordinating group; a local organization for prevention or early intervention for families at risk; a community-based organization that has a goal of promoting and nurturing early childhood development; a local school district; or a local medical, pediatric, or obstetric agency, association or society.

First 5 Commissioners are required to file a Statement of Economic Interests (FPPC Form 700) under the standards of the Fair Political Practice Commission. (More information can be found at the FPPC website.) They must also disqualify themselves from participating in decisions that may affect their personal financial interests. (See page three of this application for a conflict of interest checklist.)

Please explain why you would like to serve on the First 5 Children and Families Commission:

PLEASE NOTE: In lieu of answering the following questions, a résumé may be attached, if it provides the requested information.

List all work experience, training, or volunteer activities that qualify you to serve as a First 5 Children and Families Commission member:

List advisory body positions or elected offices held:

Education:

Application Deadline: January 11, 2012 at 5 PM. (Postmarks will not be accepted.)

Applications may be delivered or mailed to the First 5 office, or emailed to first5@first5slo.org

First 5 San Luis Obispo County
3220 S. Higuera Street, Suite 232, San Luis Obispo, CA 93401
805-781-4058 • www.first5slo.org

CONFLICT OF INTEREST CHECKLIST: Please retain this page for your reference only. It is not part of the application.

From time to time, Commission members may be asked to vote on an issue that may present the question of conflict of interest for them. We live in a small community, and many times people wear “multiple hats.” The Commission has found that the potential for conflict of interest may affect any member. The list below has been a useful tool in determining whether a Commissioner may have a conflict regarding specific issues or decisions. As an applicant for the position of *Representative at Large, Community*, the Commission thought it would be helpful for all applicants to be informed regarding the possibility for conflict of interest for any member.

Do you have an economic interest in the decision? Some questions to ask are:

- a) Will the decision affect your personal expenses, income, assets or liabilities, or those of your spouse or dependent children?
 Yes No

- b) Will the decision affect any business in which you, your spouse or dependent children have an investment of at least \$1000?
 Yes No

- c) Will the decision affect any real property (including mortgages, options or leases) in which you, your spouse or dependent children have an interest of \$1000 or more, or any property within 2,500 feet of your property?
 Yes No

- d) Will the decision affect any person or business that has paid you more than \$250, or that has paid your spouse more than \$500 (including payments of salary, rent, interest, some loans, payments for sale of a house, car or investment, or other types of income) in the last 12 months?
 Yes No

- e) Will the decision affect any business or person that gave or donated more than \$300 in cash or goods or other gifts to you in the last 12 months?
 Yes No

- f) Will the decision affect any business in which you are a director, partner, officer, trustee, manager or employee?
 Yes No

Do you have a non-economic interest in the decision? Some questions to ask are:

- a) Will the decision affect a family member, close friend or other relationship such that your judgment may be biased?
 Yes No

- b) Is there any other interest you may have, or another family member or close friend might have, in the outcome of this proposal such that your judgment may be biased?
 Yes No

If you answered “Yes” to any of the above questions, you may have a conflict of interest and should not participate in the discussion or the vote regarding a specific decision.