



**REGULAR MEETING MINUTES**

Monday, July 26, 2010 at 9:00 a.m.

*First 5 Monterey County* ♦ 1125 Baldwin Street ♦ Salinas, CA

**Call to Order:** Chair Simón Salinas called the meeting to order at 9:11 a.m.

**Pledge of Allegiance:** Chair Salinas led the Pledge of Allegiance.

**Roll Call:** A legal quorum was present. Chair Salinas announced that Rudy Garcia submitted his resignation.

**Commissioners in attendance:** Chair Simón Salinas, Secretary Jeanne Hori-Garcia, Esther Rubio, Wayne Clark, Dr. Black arrived at 10:35 a.m.

**Staff in attendance:** Francine Rodd, Executive Director; Beth Reeves-Fortney, Sr. Program Officer; Kim Stemler, Policy, Advocacy & Communications Manager; Manuela O. Kolpin, Finance Operations Officer; Ana González-Romo, Program Officer; David Dobrowski, Evaluation Officer and Ana Duran, Finance Admin Support (recorder).

**Approve Agenda:** By consensus, the agenda was approved as presented. Due to lack of quorum at the start of the meeting the items were taken out of order. The Executive Directors report was heard first.

**Consent Agenda Items:** *Consent agenda items are considered to be routine and non-controversial by Commission Staff. Consent items will be considered first and may be approved by one motion if no member of the Commission or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the Commission concerning the item before action is taken. Staff recommendations are shown in capital letters.*

**1. June 28, 2010 Regular Commission Meeting Minutes – APPROVAL**

**ACTION:** Upon motion of Commissioner Clark, seconded by Commissioner Hori-Garcia, and unanimously carried 4/0 (Commissioner Black and Robinson absent)\_the Commission APPROVED the Consent Agenda as presented.

**Public Comment Period:** *Members of the audience desiring to address the Commission may do so during this time. Public comments on items not already on the agenda will be accepted.*  
No comments were made.

**Action/Information Items:**

**2. Contract Authorization: Technical Assistance Project for Monterey Peninsula College Child Development Center and Reflective Supervision for Special Needs Initiative – Beth Reeves-Fortney, Sr. Program Officer**

Beth Reeves-Fortney reviewed background information regarding the 2/22/10 Commission approval for allocation of Technical Assistance Projects to Child Care Centers for FY 10/11 in an amount not to exceed \$250,000.

Monterey Peninsula College (MPC): A Community Grant Making Application for the first round of funding was released on April 13, 2009. MPC successfully completed the contract for Round 1 of their Technical Assistance Project focused on mental health consultation. A contract with MPC for FY 10/11 for Round 2 of the project will be executed in the amount of \$11,500 and therefore does not require Commission approval.

Dr. Martha Moore: A Request for Qualifications for Mental Health Consultation for MPC was released August 6, 2009. On September 21, 2009 Commission authorized contracting with Dr. Moore to provide Technical Assistance to MPC. Dr. Moore successfully completed the contract for Technical Assistance to MPC on FY 09/10.

A contract with Dr. Moore if approved by Commission today will be to continue to provide technical assistance to MPC in an amount of \$33,500. Also, Dr. Moore will provide Reflective Supervision for the Special Needs Initiative in an amount of \$6,000. An RFQ for Early Childhood Mental Health and Home Visiting Services for the Special Needs Initiative (SNI) were released on April 8, 2010. Dr. Moore was selected based on her application submitted in response to the RFQ: Consultants to Provide Technical Assistance to Child Care Settings issued in November 2009.

**ACTION:** Upon motion of Commissioner Clark seconded by Commissioner Rubio, and unanimously carried 4/0 (Commissioner Black and Robinson absent) the Commission took the following action:

- a. AUTHORIZED Executive Director to execute a contract with Dr. Martha Moore to provide Technical Assistance to Monterey Peninsula College Child Development Center and Reflective Supervision for the Special Needs Initiative in an amount not to exceed \$39,500 for an 11-month contract period from August, 2010 through June 30, 2011.

**3. Emergency Bridge Loan Facilitation for State Funded Childcare Providers – Francine Rodd, Executive Director**

Francine Rodd reviewed Bridge Loan Facilitation for State Funded Childcare Providers with Commission which included; Two Options -1. Facilitating new lines of credit with local banks. 2. Referring Non-Profits to the Non Profit Finance Fund for Loans; Characteristics of Bridge Loan Facilitation; Eligibility Criteria and Potential Risks.

**ACTION:** Upon motion of Commissioner Clark seconded by Commissioner Hori-Garcia, and unanimously carried 4/0 (Commissioner Black and Robinson absent) the Commission APPROVED and AUTHORIZED the Executive Director to:

- 1) Continue research on the Nonprofit Finance Fund to ascertain the speed with which providers might access credit. If it will take more than 4-6 week and or not able to pay A/P;
- 2) Continue discussions with banks for favorable rates for credit facilitation. Final decision on which bank to select will be based upon:
  - a. Speed with which credit can be accessed by the provider;
  - b. Amount of paperwork required – estimated cost of legal review; and
  - c. Rates offered for *F5MC* and interest rate to be paid by the provider.

Final selection of bank will be made in consultation with Finance Chair – Elliott Robinson or Commission Chair Simon Salinas.

**4. Public Hearing: Update to Strategic Plan – Francine Rodd, Executive Director**

Francine Rodd reviewed the highlighted updates to the Strategic Plan. After review Commissioners directed staff to:

- Add an appendix to the Geographic Commission Funding Priorities
- Define communication/collaboration on pg. 17
- Fix wording on pg. 17
- Add leveraging on Health Reform

a. Public Hearing

Chair Salinas opened the hearing at 10:08 a.m.

- Gonzalo Coronado from Coalition for a Tobacco Free Monterey County asked where tobacco fits in the strategic plan – how does the Commission collaborate? Ana Gonzalez-Romo addressed that all our Funded Partners are to provide information regarding Tobacco Cessation.
- Debi Diaz from Community Oral Health Services appreciates the support organizations have given – for example the Coalition for a Tobacco Free Monterey County.

Chair Salinas closed the hearing at 10:11 a.m.

b. Update ***First 5 Monterey County*** Strategic Plan.

**ACTION:** Upon motion of Commissioner Clark seconded by Commissioner Rubio, and unanimously carried 4/0 (Commissioner Black and Robinson absent) the Commission ADOPTED the updated ***First 5 Monterey County*** Strategic Plan as edited and AUTHORIZED staff to make formatting and non-substantive editing changes to finalize the plan.

**5. Cycle II – FY2011/12-2014/15 Funding Process Approval – Francine Rodd, Executive Director**

POSSIBLE ACTION: REVIEW funding process options and approve allocations among program areas and approaches to procurement strategies.

Francine Rodd reviewed Cycle II Funding Process with the commission. Input from Commission Committees has been received along with input from Funded Partners, Workforce Development Work Group, Special Needs Work Group and staff research.

The following were reviewed with the commission: Funding Allocation among Program Areas, Funding Priorities, Funding Allocation among Geographic Priority Zones, Theory of Change Implementation Plan and Approaches to Procurement Strategies.

**ACTION:** Upon motion of Commissioner Rubio seconded by Commissioner Clark, and unanimously carried 5/0 (Commissioner Robinson absent) the Commission APPROVED the:

- Funding allocation among program areas (read the final amounts into the record):
- Funding allocation among geographic priority zones using model ???
- Theory of Change Implementation Plan (Word leadership to be incorporated)
- Approaches to Procurement Strategies for Visions I, II and III.

And AUTHORIZE staff to develop procurement documents in alignment with these approvals.

**Discussion Items:**

**6. Report on Outreach Experience and Future Outreach Plans for Interactive Parenting Media –**  
*Kim Stemler, Policy, Advocacy and Communications Manager and Marta Rosado, Monterey County Outreach Coordinator, Interactive Parenting Media*

Kim Stemler gave background information about contract with **F5MC** and First 5 Alameda for Interactive Parenting Media as well as introduced Martha Rosado. Martha spoke about the Nuestros Niños radio program. There are mostly Spanish community listeners. Outreach is not only done thru radio but also out in the community. IPM's goal and well as hers is to ensure that every childcare provider and parents in Monterey County are linked to Nuestros Niños and have the opportunity to know about the services provided by Nuestros Niños.

**7. Executive Director's Report – Francine Rodd, Executive Director**

a. First 5 State and Association Highlights

- State Budget – No budget resolution as of today. Both houses rejected Governors May Revised budget. The Conference Committee has made no decision, which affects child care providers.
- Loan Facilitation – Other First 5's are starting to do Loan Facilitation.
- Federal Home Visiting Grant Program – Waiting to hear about process. Some steps are taking longer than expected. Only \$5.9 million for California. We will keep you informed of any update.

b. **First 5 Monterey County**

- i. Organization
- ii. Finance and Contracts
- iii. Program and Evaluation
- iv. Media and Communications
- v. Mission/Focus

**Adjournment:** Simon presented Resolution thanking Rudy Garcia for his contributions. Simon asks for signatures. The meeting was adjourned at 11:32 a.m.

**Upcoming Commission Meetings:** *Unless otherwise noted, Meetings take place at: First 5 Monterey County; 1125 Baldwin Street; Salinas*

- Regular Commission Meeting: September 27, 2010 at 9:00 a.m.
- Executive Committee Meeting: September 8, 2010 at 12:30 p.m.
- Finance/Personnel Committee Meeting: September 3, 2010 at 8:30 a.m.
- Evaluation Advisory Committee Meeting: September 16, 2010 at 2:00 p.m.

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact **First 5 Monterey County**, (831) 444-8549.*