



REGULAR MEETING MINUTES

Monday, September 27, 2010 at 9:00 a.m.

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

Conference Call Dial-in Number: 888-617-3400 Pass Code: 126796

Call to Order: Chair Simón Salinas called the meeting to order at 9:07 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, Esther Rubio, Wayne Clark, and Vice-chair Elliott Robinson. Jeanne Hori-Garcia arrived at 9:08 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 Joanna Jensen, Administrative Manager (recorder).

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. July 26, 2010 Regular Commission Meeting Minutes – APPROVAL

ACTION: The Consent Agenda was APPROVED as presented, (upon motion of Commissioner Robinson, seconded by Commissioner Clark, and unanimously carried 5/0).

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. First 5 Monterey County Annual Audit for FY 2009/10 – Manuela Kolpin, Finance/Operations Officer and Ramesh C. Patel, Principal of Patel and Associates

Ramesh C. Patel, Principal of Patel and Associates reported that they issued unqualified audited statements for fiscal year 2009/10.

ACTION:

- a. CONDUCTED Public Hearing
Chair Salinas opened the public hearing. No comments were made; Chair Salinas closed the public hearing.
- b. The FY 2009/10 Audit was ADOPTED as presented, (upon motion of Commissioner Clark seconded by Commissioner Rubio, and unanimously carried 5/0).

3. Review FY 2009/10 Final Budget to Actual Financial Results – Elliott Robinson, Finance Committee Chair and Manuela O. Kolpin, Finance/ Operations Officer

The fund balance is \$20,642,000 as of the end of June 2010. Fiscal year 2009/10 was the first year reserves were drawn down.

ACTION: The Commission ACCEPTED the report, (upon motion of Commissioner Robinson, seconded by Commissioner Clark, and unanimously carried 5/0).

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

POSSIBLE ACTION:

- a. UPDATE on the Community Grantmaking Process and PROVIDE input

F. Rodd provided an update on the Community Grantmaking Process. The Commissioners provided comment. This process allows potential applicants work together to provide collaborative Scopes of Work and Budgets. Two meetings have taken place to date and a third meeting focusing on Playgroups is scheduled to occur next week. Approximately 40 people attended the first meeting and 60 the second.

The major concepts of the Visions 1, 3b and 2 solicitations will be reviewed at the October Regular Commission Meeting.

- b. REVIEW funding process models and APPROVE allocations among priority zones.

Based upon feedback from the three standing committees (Finance, Executive and Evaluation) three models were presented as options to allocate funds. Currently funds are distributed by program.

- **Model A** -- provides a regional distribution amount that is based on birth data
- **Model B** -- provides a regional distribution amount that is based on birth data with a floor
- **Model C** -- provides a regional distribution amount that reflects current spending practices
- **Model D** – based upon an average of B and C (above).

ACTION: The Commission APPROVED using Model B as a general parameter for allocating funds among priority zones, (upon motion of Commissioner Robinson, seconded by Commissioner Clark, and unanimously carried 5/0).

5. Opportunity for Continued Collaboration with The David and Lucile Packard Foundation

ACTION: The Commission APPROVED the submission of an application to The David and Lucile Packard Foundation to extend funding in the amount of \$200,000 to support quality improvement and expansion of Playgroups, (upon motion of Commissioner Rubio, seconded by Commissioner Robinson, and unanimously carried 5/0).

6. Contract Authorization: School Readiness Transition to Kindergarten projects

ACTION: The Commission AUTHORIZED Executive Director to execute contracts with the following school districts for a term from July 2010 through May 2011 to implement the Transition to Kindergarten project, (upon motion of Commissioner Robinson, seconded by Commissioner Clark, and unanimously carried 5/0):

- a. Alisal Union School District - in a not-to-exceed amount of \$126,056.85 for 8 schools.

- b. Monterey Peninsula Unified School District - in a not-to-exceed amount of \$39,591.00 for 4 schools.
- c. King City Union School District - in a not-to-exceed amount of \$32,302.00 for 2 schools.

7. Report on Community College Early Childhood Education Capacity and Alignment – Beth Reeves-Fortney, Sr. Program Officer; Jeanne Hori-Garcia, ECE Instructor, Hartnell College, and Caroline Carney, Monterey Peninsula College (by phone)

Beth Reeves-Fortney provided background information on the project. Caroline Carney and Jeanne Hori-Garcia discussed key points and lessons learned from the project.

The study conducted by consultants Nancy Brown, Paul Chesler and Christina Lopez-Morgan between September 2008 and October 2009. The Monterey County Practicum Study Project Report summarizes findings and recommends strategies for access, communication and best practices related to early childhood education student teaching courses at the two local community colleges, Monterey Peninsula College and Hartnell College.

Discussion Items:

8. Review of Ethical Policies and Practices Related to the First 5 Monterey County Commission – Susan Levenberg, Counsel for First 5 Monterey County

F. Rodd reviewed a memo from legal counsel, Susan Levenberg that provided general guidance on conflict of interest in relation to procurement processes. The full review will take place in December because there are two new Commissioners starting in December and Commissioner Black is absent.

9. Executive Director's Report – Francine Rodd, Executive Director

- a. First 5 State and Association Highlights
- b. **First 5 Monterey County**
 - i. Organization
 - Commissioner Recruitment: F. Rodd reviewed guidance to interview panel for this process. The commission did not provide additional input. The Interview Committee will meet on October 7, 2010.
 - i. Finance and Contracts
 - Go Kids, Inc. and EDS have received lines of credit. MAOF has not indicated a need as of yet.
 - i. Program and Evaluation
 - ii. Media and Communications
 - iii. Mission and Focus

Adjournment: The meeting was adjourned at 10:30 a.m.

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

- Regular Commission Meeting: October 25, 2010 at 9:00 a.m.
- Finance/Personnel Committee Meeting: October 1, 2010 at 8:30 a.m.
- Executive Committee Meeting: October 13 at 12:30 p.m.
- Evaluation Advisory Committee Meeting: October 21, 2010 at 2:00 p.m.