



**Commission Meeting
MINUTES**

Monday, July 1, 2013, 6:00 pm
1485 Enea Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

The meeting was called to order at 6:04pm.

Commissioners in attendance were Chair PJ Shelton, Secretary/Treasurer Maria Fort, Vice Chair Valerie Earley, Belinda Lucey for Barbara Cappa, Katharine Mason for Kathy Gallagher, Kathy Lafferty for Gareth Ashley, Wanda Session for Dr. William Walker and John Jones.

Alternates in attendance were Mister Phillips, and Toni Robertson.

Also present, Deputy County Counsel Keiko Kobayashi.

2.0 Public Comment

Martha Rosales of the Antioch First 5 Center announced their Fathers Day event on June 6, 2013. They had 65 parents signed in that day 16 of which were fathers who partook in the event.

3.0 Approval of Consent Calendar

Maria Fort moved to approve the consent calendar.
Valerie Earley seconded.
Motion was **APPROVED** unanimously.

4.0 Consider for discussion any items removed from the consent calendar.

There were no items removed from the consent calendar.

5.0 Annual presentation of reports from the First 5 Center Community Advisory Councils (CACs)

Early Childhood Development Program Officer Lisa Morrell opened the presentation. Each of the Contra Costa First 5 Centers has a Community Advisory Council and the members are comprised of parent volunteers from the neighborhood. The CAC at each Center conducts a needs assessment each year to solicit parent input regarding the programming at the Center. CAC members learn to devise surveys and interviews, analyze the data they gather and prepare presentations. Recommendations from the needs assessment are built into Center activities in the following year.

For example, Antioch last year needed to help many of the families prepare their kids to go to pre-school. The Center offered help, identified who the kids who needed the help were and designed classes to do exactly what they need to do to help get kids into kindergarten successfully.

Each Center made a five minute presentation of their local activities to gather parent inputs via surveys and interviews and make recommendations to the center staff.

First report was from the Antioch First 5 Center's CAC.

70% were Hispanic, Popular concerns from the survey were their wanting more classes and workshops that deals with preschool preparedness for their children

Also, survey showed many parent's interest in seeing more classes and support related to issues pertaining to anger management, stress reduction and building self esteem. The Center recommended more classes and workshops for parents and care givers to come together and share similar concerns and help provide support especially to single, divorced, and co-parents and non traditional families.

The second report was given by the Monument Center CAC. 82% of the parents highly value the importance of ethnic diversity and multiculturalism. 92% expressed the need for classes on financial education programs.

Other concerns cited were parents doing things for their children when the child is fully capable of doing things themselves, as well as the concerns regarding how their children spend more than 2 hours a day using electronic media instead of spending quality time with the family.

Recommendations that were made include outreach, increasing positive communication between parent and child supporting the social emotional development of children overall, and interactive family events promoting cultural diversity and unity.

The third report was given by the Bay Point Center CAC and they focused their survey on more father participation.

For their survey, they went to all neighborhood churches, preschools etc.

86 people were surveyed. 49 were mothers and 37 fathers.

Noted that in the survey, 79% of the parents admitted they do not have enough coping skills to address parental stress, nor had the courage to ask for help. They also noted that 76% of those surveyed felt that there is a lack of equality in partner participation in their child's education and found that some dads felt it was the mother's job to do so.

Because of this, their CAC recommends that they ought to focus on overall health and wellness best by developing positive coping skills for parents to manage stress.

The fourth report was given by the Delta Center CAC. They reported that their survey returns doubled this year from last year's count. This is due to the fact that they also doubled their poll and made a concerted effort to reach out to the Spanish speaking community. They achieved this by starting a dot survey (in English and Spanish) asking parents what 5 things mattered most to them.

They distributed over 200 surveys and received 153 responses. Those surveyed included parents from Mother's Clubs, Schools, neighbors, General Community members and other Service groups. Out of those who responded, 58% of them have 4 and 5 year old, 40% reported they have 3 year olds, and 77% reported they have more than one child at home.

The most common concern from many of the reports were coping with parental stress and concerns over how this adversely affects their child's behavior.

Therefore the center recommended developing outreach and support and classes to help parents

and address positive parenting skills, stress management, and helping develop emotional awareness in children.

The fifth report was from the West County Center CAC and they created two different surveys. One geared towards parents and another towards Educators and Caregivers.

Their survey was completed by over 150 parents and 15 family support specialists. Survey focused mostly on areas identified by the advisory committee as needing more attention. 50% of the parents marked that they needed more support in their children's physical development. 77% of the providers felt that informing parents of their child's social emotional knowledge were necessary. 14% felt they need more help in the area of their child's brain development and 50% of the care providers felt that more information on a child's brain development were necessary.

Thus their recommendation was that there is a need increase more child social emotional development in the area and will focus on strategies to provide support.

Questions and commendations from the floor:

Mister Phillips thanked the many parents who came in and reported on their findings.

Maria Fort asked about how the recommendations were executed and if there were planned strategies.

Lisa Morrell said that many of the CACs from different centers often talked and share similarities and exchanged ideas to be able then brainstorm.

Belinda Lucey asked the Delta CACs how they managed to get more to participate in their survey this year. The center representative informed that aside from doubling their survey, they noted that their group had more cohesiveness and singularity in their strategy this year.

When asked by Chair PJ Shelton on what the percentage of dads involved and were there strategies that would hopefully increase father's participation, both Delta and Baypoint CAC each responded that they were hoping to get more father participation in the next survey and that they currently do not have information on the percentage of father participation this recent survey.

John Jones commended all CACs for their findings and encouraged them to take their findings to their city councils as well. He said that this is a real community engagement and it is really working.

6.0 Consider the Executive Committee proposal for reducing the frequency of Commission meetings.

Executive Director Sean Casey reported that the proposal to the reducing the frequency of the Commission meeting came about two months ago at the May Executive Committee meeting when the scheduled May Commission meeting was cancelled due to lack of pressing agenda items. The Executive Committee asked for a reduced meeting proposal that could meet the Commission's core needs. The Executive Committee reviewed the reduced schedule at its June meeting and recommended it for consideration by the Commission.

The proposed minimum schedule is based on the essential duties of the Commission throughout the fiscal year. The Commission would meet seven times a year, the remaining months would be

available as needed and considered TBD.

Mister Phillips expressed concern about the commission's accountability to the public and potential commission's oversight of its function if it does not remain in the current schedule.

Sean reported that when he consulted with County Counsel Keiko Kobayashi, in order to remain faithful to the by-laws, the meetings that are announced TBD will only occur as needed.

Kathy Lafferty raised the question on how the TBD meetings are determined. She is concerned about visiting guests who may have planned to come in to meetings that happen to be TBD meetings and how would the commission contact them when a meeting is not going to occur?

Sean proposed that we only announce the months with the definite agendas and will definitely occur. Thereafter, additional meetings can be announced as needed.

Wanda Session asked why the need to decrease the current number of set meetings and asked clarity on what is the advantage for the proposed new schedule.

Sean responded that the cancellation of the May meeting prompted the discussion and the Executive Committee expressed interest in reducing the number of meetings, where possible.

Keiko Kobayashi explained that the by-laws require at least quarterly meeting. The way it's scheduled right now is a monthly meeting. This commission certainly more than meets the requirements. She expressed hesitancy to add meetings as needed due to concerns of a quorum. She feels it might be easier to just keep the meeting on schedule and just cancel as needed.

Mister Phillips expressed his preference to maintain a predetermined scheduled meeting so as not to burden each commissioner's calendar. He once again reiterated his interest in just keeping the schedule unchanged as is.

John Jones clarified that technically speaking, the commission only meets 11 times per fiscal year as customarily there is no meeting in August. He further expressed his agreement in wanting to adhere to a set calendar just out of respect of each meeting participant's schedule. He added that the Commission has successfully used ad hoc committees to address specific to key issues.

Belinda Lucey expressed how she finds the current commission meeting schedule allows members to remain in close contact with each other and helps keep tabs with what is going on in the county.

Chair PJ mentioned that the recommendation would not have been brought up if the commission is overwhelmed with agendas. She noted that the commission is doing very well in being caught up compared to the years past where some commissioners thought it was even necessary to meet more than once on a given month.

Sean Casey suggested that perhaps in order to maintain current information with the community that many of the reports can be given during the Executive Director's report.

Katharine Mason then asked if the Commission was proposing to try it this current fiscal year and see if it works.

Wanda Session asked if the length of the meetings be extended due to the less number of scheduled meetings.

Sean responded that it is entirely up to the commission on how to manage the meeting time.

Katharine Mason added that as a Commissioner, that she would much rather stay longer as needed to be efficient with her time and respectful of her personal days off.

Katharine Mason made a motion to have 7 Commission meetings a fiscal year to be held on the first Mondays of the said month.

Maria Fort seconded the motion.

Wanda Session asked to have a discussion on the floor. She asked if there was possibility to move the time up to 5 pm.

John Jones responded that concerning ample participation from the community in Contra Costa, they have found that keeping the meeting at 6 pm is the best time to get everyone in the community involved. That is the time when everyone can get here.

The commission voted and the motion was unanimously **APPROVED**.

7.0 Consider adopting Resolution 2013-1 in recognition of the Choose Civility Initiative

Chair PJ Shelton reported that the Choose Civility Initiative first came into discussion last January. The commission has had some language in place regarding Commissioners' interaction dating from the last strategic planning effort. The County Superintendent of Education Joe Ovick, however, has promoted the Choose Civility principles based on a book by Johns Hopkins University Professor XXX. Dr. Ovick asked a panel of educators to select a core set of principles that could be adopted by schools, school boards, and other bodies. Dr. Ovick has encouraged local boards and commissions to adopt the principles. The County Office of Education's website has more information.

Belinda Lucey commented how it was better written than what the Commission had.

Valerie Earley made the motion to adopt.

Wanda Session seconded.

Item was unanimously **APPROVED**.

8.0 Executive Director's Report

Sean Casey began his Executive report by welcoming everyone in to the new fiscal year 2013-14. He thanked Finance and Operations Director Marnie Huddleston and Finance Coordinator Marianne Dumas for getting the agency through another fiscal year ensuring that expenditures for the year were completed.

He thanked all the Commissioners who came in for the special meeting in June 24th which resulted in the Commission's ability to carry over prepayment to CCCERA (California Employer Retirement

Benefits Trust) so that retirement contributions may take effect July 1, 2013.

The end of the year also marks the distribution of professional development stipends to child care providers participating in CARES Plus program. 281 providers have received stipends after meeting the requirements for participation in a number of professional development activities based at the three community colleges. These educators will be providing high quality care for many years to come. Our challenge this year was processing the many stipend applications just as we had turnover in the staff positions most involved in the process. Sean thanked newly hired Program Officer Edirle Menezes and Interim Program Assistant Kathy Tabayoyon, as well as Deputy Director Cally Martin for their valiant efforts in processing the stipends in the last weeks of the fiscal year.

Sean also reported that Governor Brown cut into the \$30 million Special Education budget and reduced preschool funding by \$5 million which took effect Monday July 1, 2013.

The Sugar Bites campaign continues to garner positive feedback both locally and nationally. Sean showed several pictures of the advertisements in BART stations and bus shelters and at convenience stores. Organizations such as the Center for Science in Public Interest and Parents Magazine online, have promoted the effort's creative approach to obesity prevention.

9.0 Communications

None received.

10.0 Commissioner F.Y.I. Updates

Mister Phillips announced that he attended the West County First 5 Center's Father's Day event.

On the Sugar Bites Campaign, Katharine Mason reported that, a friend who did not know of her involvement with the Campaign casually spoke to her about this great website she found on Sugar Bites and its positive impacts.

John Jones also reported how much more different the Sugar Bites Campaign's approach is compared to the state commissioned campaign where an altered picture of a child was involved.

He also reported how a mom commented to him that the Contra Costa campaign may have gone too far in depicting a too frightening image of the soda, so frightening that she feared giving soda to her kids. John said that she was oblivious of the comment she just made but just confirmed the effectiveness of the local campaign.

11.0 Adjourn

Meeting adjourned at 7:34 pm