



COMMISSION MEETING MINUTES

Monday, December 8, 2014, 6:00 pm
1485 Civic Court, Suite 1200
Large Conference Room
Concord, CA

1.0 Call to Order and Roll Call

The meeting was called to order at 6:10 pm by Chairwoman PJ Shelton.

Commissioners in attendance were:

Chairwoman PJ Shelton, Secretary/Treasurer Maria Fort, Barbara Cappa, John Jones, Katharine Mason for Kathy Gallagher, Joan Miller for the Director of Children and Family Services, Wanda Session for Dr. William Walker, and Matt Regan for Gareth Ashley.

Alternate Commissioners in attendance were: Mister Phillips, Belinda Lucey and Toni Robertson.

Also present was Deputy County Counsel Keiko Kobayashi.

Absent: Commissioners Gareth Ashley, Dr. William Walker, Supervisor Candace Andersen, Supervisor Karen Mitchoff.

2.0 Public Comment

Angela Gattis from Care Parent Network announced that their agency recently had the opportunity to help out 20 families who have children, some of whom are between 0 to 5 years old. She thanks the support of the community and enabled them to pass out gifts for up to 200 children.

Odessa Caton, District Director of Aspiranet Welcome Home Baby Monument expressed her thanks for the support given through the years by First 5 Contra Costa.

3.0 Approval of Consent Calendar

A motion was made by Maria Fort to approve the consent calendar.
John Jones seconded the motion.

AYES: PJ Shelton, Maria Fort, Barbara Cappa, John Jones, Matt Regan, Wanda Session, Joan Miller, and Katharine Mason for Kathy Gallagher.

NOES: None

ABSTAIN: None

The motion was **APPROVED**.

5.0 Recognize First 5 staff who have surpassed service milestones and appreciate the entire staff for their continuing dedication and accomplishment

The Commission has adopted the practice of annually appreciating First 5 staff and recognizing those who have surpassed service milestones this year. Sean Casey recognized staff who had achieved service milestones with First 5:

This year, one staff member surpassed a ten year anniversary:

Marianne Dumas, Finance Coordinator

And two staff members have surpassed their five year anniversaries:

Marnie Huddleston, Finance and Operations Director
Heather Van Rink, Evaluation Assistant II

6.0 Presentation of the 2014 Year in Review

Sean Casey made a presentation of the highlights of the previous year. During the previous fiscal year First 5 Contra Costa's funded programs served 4,703 children, 17,752 parents and caregivers, 1876 Early Care Educators and 217 early childhood education sites

The ten top highlights and achievements for First 5 Contra Costa this year:

1. Contra Costa is now an affiliate of the national network Help Me Grow early screening and early intervention efforts. Locally we have invested in screening, resource and referral and developmental playgroups serving over 300 children with delays but not significant enough to qualify in regional centers services.
2. Improved Child Behavior: early childhood mental health programs and Triple P Parenting Program continue to show strong outcomes in reduce the severity of children's social-emotional challenges and increasing parents' competence in dealing with them.
3. QRIS: 101 sites serving over 3900 children are participating in quality improvement activities, including comprehensive coaching provided by First 5 and the Contra Costa Child Care Council.
4. Home Visiting Early Head Start Partnership: As a result of First 5's newly re-focused home visiting structure, the Community Services Bureau was able to align \$245,000 with home visiting providers to augment services, allowing another year of services for 65 families.
5. Father participation: New male home visitors have started serving fathers, and First 5 Centers are attracting more dads to center event.
6. Strengthening Families: 81 providers from 17 agencies have participated in training on the "5 Protective Factors" that form the core of the Strengthening Families model of family support.
7. Fostering Leadership: Parents and other community members participated in numerous activities through our Community Engagement and Family Support initiatives while learning valuable skills in organizing and leading group activities.
8. Sugar Bites: Our ads continued through ths summer in neighborhoods particularly affected by childhood obesity, and a new Sugar Bites video is on the way!
9. Ensuring Opportunity: Contra Costa's campaign to cut poverty gathered new partners from the business, labor and faith communities, and initiated staff hiring at the end of

the year.

10. The Future Looks Bright: Renewed support for early childhood in the state legislature raise hopes for sustaining First 5's efforts; while early childhood education continues to gain support on the national scale.

Angela Gattis suggested that future year-end presentations show children with special needs and address First 5 accomplishments in helping kids with special needs.

7.0 Annual Report to California First 5 for Fiscal Year 2013-2014.

The Commission is required to have a public hearing in its annual report to the State.

Chairwoman PJ Shelton opened the public hearing on the annual report to California First 5 for fiscal year 2013-2014. She informed the Commission that all the collected data from all First 5s is used by the First 5 Association to educate funders, advocates and legislators about the statewide impact of First 5.

Sean Casey thanked First 5 Contra Costa Evaluation Specialist Denece Dodson, who for many years has pulled together all the information for the data reports.

There were no comments from the public.

There were no comments from the Commission.

Chairwoman PJ Shelton closed the public hearing on the annual report to California First 5 for fiscal year 2013-2014.

A motion was made by Barbara Cappa to adopt the Annual Report to California First 5 for fiscal year 2013-2014. Matt Regan seconded.

AYES: PJ Shelton, Maria Fort, Barbara Cappa, Matt Regan, Wanda Session, Joan Miller from CFS, John Jones and Katharine Mason for Kathy Gallagher.

NOES: None

ABSTAIN: None

ABSENT: None

The annual report to California First 5 for fiscal year 2013-2014 was **ADOPTED** unanimously.

8.0 Consider approving the Slate of Officers of the Commission for 2015:

Belinda Lucey introduced the new Slate of Officers of the Commission for 2015. She thanked PJ Shelton and Katharine Mason for agreeing to continue for another term. She also welcomed and thanked Kathy Gallagher and Gareth Ashley for agreeing to take their new position.

Chair:	PJ Shelton
Vice Chair:	Kathy Gallagher
Secretary / Treasurer:	Gareth Ashley

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Additional Non-Voting Member: Katharine Mason

A motion to accept the new Slate of Officers for the Commission for 2015 was made by Wanda Session.

Barbara Cappa seconded.

AYES: PJ Shelton, Maria Fort, Barbara Cappa, Matt Regan, Wanda Session, Joan Miller from CFS, John Jones and Katharine Mason for Kathy Gallagher.

NOES: None

ABSTAIN: None

ABSENT: None

Slate of Officers of the Commission for 2014 was unanimously **APPROVED**.

9.0 Consider approving the 2015 Employee Compensation and Benefits Resolution.

Sean reported that the 2015 employee Compensation and Benefits Resolution has minor changes but most of the adjustments were made by the Commission at the September 8, 2014 Commission Meeting approving the 2014 health premium contribution rates for active employees and changes in the eye vision carrier.

He noted that the executive committee approved a provision allowing staff to borrow against their own Deferred Compensation account, the same provision that offered for qualified county employees.

Katharine Mason made a motion to approve the 2015 Employee Compensation and Benefits Resolution. Maria Fort seconded the motion.

AYES: PJ Shelton, Maria Fort, Barbara Cappa, Matt Regan, Wanda Session, Joan Miller from CFS, John Jones and Katharine Mason for Kathy Gallagher.

NOES: None

ABSTAIN: None

ABSENT: None

The Commission unanimously **APPROVED** the 2015 Employee Compensation and Benefits Resolution.

10.0 Executive Director's Report

Sean Casey gave the Executive Director's Report:



a) He invited the Commission to sign up and participate in the upcoming contractor site visits.

b) Sean encouraged the Commission to attend the upcoming First 5 California Child Health, Education and Care Summit from February 10th thru 12th, 2015 in Sacramento. This summit brings together many state and county agencies serving young children. There will be a pre-conference session February 10 for county Commissioners. There will be two workshops during the Summit featuring Contra Costa programs.

Commissioners can be reimbursed for the registration costs and travel expenses to the summit. More information will be released as soon as it is posted by the First 5 Association.

c) Sean also reported that our state association has been in discussion with the legislature and Board of Equalization over the matter of reducing and possibly setting a cap to the administrative fee taken by the BOE in processing the Proposition 10 tobacco tax. The percentage being collected currently is over 3.5%. In Contra Costa County alone the excess fee amounts to approximately \$280,000 each year taken from our share of the tobacco tax revenue.

13.0 Communications

Sean called the Commission's attention to the communications in the packet:

- a) The briefing report of the recently concluded First 5 Association Staff Summit attended by county First 5 staff statewide.
- b) A news report originally published in the October 26, 2014 Richmond Pulse on sidewalk improvements along Rumrill Boulevard in collaboration with the community and county organizations including First 5's West County Regional Group.

12.0 Commissioner F.Y.I. Updates

PJ Shelton announced that she is going to sit on the board California Diversity Council, San Francisco, Advisory Board Education Chair beginning January 2015.

She also congratulated Mister Phillips for running for the West Contra Costa School Board. He was defeated by a very close margin. He announced that he also recently had a new baby boy.

13.0 Adjourn

PJ Shelton reminded that the next Commission meeting will be on February 2, 2015. The meeting was adjourned at 7:40 pm.

The First 5 Contra Costa Children and Families Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Commission's offices, at least 48 hours before the meeting, at (925) 771-7300.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the First 5 Contra Costa Children and Families Commission to a majority of members of the First 5 Contra Costa Children and Families Commission less than 96 hours prior to that meeting are available for public inspection at 1485 Civic Court, Suite 1200, Concord, CA 94520 during normal business hours.

In consideration of those who may suffer from chemical sensitivities or who may have allergic reactions to heavy scents, First 5 Contra Costa requests that staff and visitors refrain from wearing perfume, cologne, or the use of strongly scented products in the work place. We thank you for your consideration of others.