



**COMMISSION MEETING  
Minutes**

Monday, April 6, 2015, 6:00 pm  
1485 Civic Court, Suite 1200  
Concord, CA

**1.0 Call to Order and Roll Call**

The meeting was called to order at 6:10 PM.

Commissioners in attendance were: Chair PJ Shelton, Vice Chair Kathy Gallagher, Secretary Treasurer Gareth Ashley, Maria Fort, Barbara Cappa, John Jones, Supervisor Candace Andersen, Dr. William Walker, and Joan Miller for the Director of Children & Families Services.

Alternates present were: Mister Phillips, Belinda Lucey, Wanda Session and Katharine Mason.

Also present were Deputy County Counsels Keiko Kobayashi and Nina Dong.

Absent: Matt Regan, Toni Robertson, Wanda Session.

**2.0 Public Comment**

Sharon Bernhus, Director of Transition Services at Shelter Inc. announced that they have moved their administrative offices to 1333 Willow Pass Road, Suite 206, in Concord. The Mountainview shelter has not moved.

Angela Gattis, Family Support Specialist at CARE Parent Network announced that the annual family conference "Congreso Familiar" will hold in Contra Costa County for the first time on Saturday April 25, 2015 at the O'Hara Park Middle School, 1100 O'Hara Avenue, Oakley, CA 94561. It is a full day event from 8 am thru 3:30 pm. The public is encouraged to participate in this well attended conference. More information can be found on: <http://www.congresofamiliar.org>

**3.0 Approval of Consent Calendar**

Motion was made by Candace Andersen to approve the consent calendar and seconded by Kathy Gallagher.

**AYES:** PJ Shelton, Kathy Gallagher, Gareth Ashley, Maria Fort, Barbara Cappa, John Jones, Candace Andersen, William Walker, and Joan Miller.

**NOES:**

**ABSTENTION:** None

The motion was **APPROVED**.

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

There were no items from the consent calendar removed for discussion.

**5.0 Public Hearing on the First 5 California 2013-14 Annual Report**

Sean Casey presented the 2013-2014 First 5 California Annual Report; First 5 is statutorily required to hold an annual public hearing on it each year. He noted that on page 33 of the report is a brief



summary of Contra Costa activities in the recent fiscal year including becoming an HMG (Help Me Grow) affiliate, ECLA (Early Childhood Leadership Alliance), and implementation of early childhood developmental screening tools.

A motion was made by Maria Fort and seconded by John Jones to accept the First 5 California 2013-2014 Annual Report.

**AYES:** PJ Shelton, Kathy Gallagher, Gareth Ashley, Maria Fort, Barbara Cappa, John Jones, Candace Andersen, William Walker, and Joan Miller.

**NOES:**

**ABSTENTION:** None

The motion was **APPROVED**.

#### **6.0 Public Hearing on the First 5 Contra Costa 2010-2015 Strategic Plan**

Sean Casey reported on the First 5 Contra Costa 2010-2015 strategic plan which is also required to be reviewed in a public hearing each year. He reported that all First 5 Contra Costa initiatives are on course, and reminded the Commission that although the principle to extend the current plan by one year was proposed back in October 2014 meeting, it had not been officially approved yet.

Sean informed that the 6th year budget will be the same and the plan will continue until June 2016. The Commission will meet at the May 13, 2015 Commission Retreat to work on the 2015-2020 plan.

A motion was made by Gareth Ashley and seconded by Dr. William Walker to extend the current 2010-2015 Strategic Plan for a sixth year, through June 30, 2016.

**AYES:** PJ Shelton, Kathy Gallagher, Gareth Ashley, Maria Fort, Barbara Cappa, John Jones, Candace Andersen, William Walker, and Joan Miller.

**NOES:**

**ABSTENTION:** None

The motion was **APPROVED**.

#### **7.0 Consider approving the proposed First 5 Contra Costa budget for Fiscal Year 2015-2016**

Sean Casey reported that this coming year's budget is a transition, coming at the end of one planning cycle and the beginning of another. On the revenue side Proposition 10 tax revenue is projected to come in 1.8% less than the previous year's projection. However, new outside revenues include the ongoing California State Preschool (CSPP) block grant and the first year of a two-year Thomas J. Long Foundation grant to expand Help Me Grow.

Sean noted a few particular items in expenditures for next year:

The reduction of funds for mental health therapeutic services reflects the new agreement with Contra Costa Health Services-Behavioral Health allowing the continuation of wraparound services in children's mental health programs without the need of First 5 funds. The County will continue to support the provider contracts at their levels. Similarly, the Children at Risk of Stress or Trauma line is reduced as the Next Steps program supporting children of women in residential substance use treatment will continue to be funded by the County.

Race to the Top, Help Me Grow and CSPP funds will support new positions including a Quality Rating and Improvement System (QRIS) coach coordinator, a Help Me Grow Coordinator and assistant.

The Executive Committee previously recommended a 3% cost of living increase for staff, and a 4% increase for certain contracts, primarily home visiting and First 5 Centers, that have not been increased in several years.

The Commission's retirement contribution rate decreased from 34.32% to 29.26% of payroll. With added staff in the coming year, the Commission's retirement cost remains nearly unchanged.

Evaluation increased as \$83,000 of evaluation components previously in program budgets were moved into the evaluation budget. Overall evaluation costs equal 6.8% of total budget.

Belinda Lucey asked what will happen to children in the PMD scholarship program that will end in June. Sean replied that most are 4-year-olds who will be going to kindergarten in the fall. The Child Care Council will attempt to transition the few remaining children not entering kindergarten into other subsidized programs

A motion was made by Barbara Cappa and seconded by John Jones to approve the proposed First 5 Contra Costa budget for Fiscal year 2015-2016.

**AYES:** PJ Shelton, Kathy Gallagher, Gareth Ashley, Maria Fort, Barbara Cappa, John Jones, Candace Andersen, William Walker, and Joan Miller.

**NOES:**

**ABSTENTION:** None

The motion was **APPROVED**.

## **8.0 Update on strategic planning activities and preparation for the May 13, 2015 strategic planning retreat**

Sean introduced Nicole Young, consultant for the First 5 Contra Costa Commission 2015-2020 Strategic Plan. Nicole had been working with the Santa Cruz County First 5 for many years, and recently was the strategic planning consultant for First 5s in San Benito and Santa Clara counties.

Nicole highlighted in her report to the Commission that the recurring theme is the reality of the declining Proposition 10 revenue and best ways to build sustainable programs for the next five years.

She also reported that the information gathered from stakeholder meetings, online commission numbers, and dialogs with some members of the community and their common issues are the contexts of the Briefing Book that will be compiled in time for the May 13, 2015 Strategic Plan Commission Retreat at the Pleasant Hill Community Center from 9 am to 3 pm.

## **9.0 Executive Director's Report**

Sean Casey gave the following Executive Director's Report:

1) February we had a strong Contra Costa presence at the California First 5 Summit including PJ Shelton, Mister Phillips, Gareth Ashley, Matt Regan, and John Jones along with several staff participated in sessions. Overall the quality of the conference was very high. As part of the pre-Summit

activities, First 5 directors and commissioners made legislative visits. Sean met with Assemblymember Susan Bonilla to discuss preschool quality, and with Alameda First 5 Director Janis Burger met with Contra Costa's newest Assembly member, Catherine Baker for a brief meet and greet.

Other Commissioners who participated weighed in on their experience and many reported that they had a very productive Summit taking with them new information.

2) The Local Planning Council's annual "Children's Issues Forum" was held on Saturday March 28, 2015 at the Pleasant Hill Community Center. Matt Regan was the master of ceremonies and moderated panels, including one addressing child care quality. Supervisor Andersen was joined by Supervisor Mitchoff and Assemblymembers Bonilla and Baker on a legislative panel.

3) May 27-28, 2015 is a two day conference, **Recognizing Trauma-Supporting Resilience: A Collective Response to Healing**, to learn about the connections between trauma, neuroscience and attachment, how multigenerational and historical trauma affects communities and how Contra Costa is working to build a trauma-informed workforce.

4) There is an Ensuring Opportunity Stakeholder meeting on May 21, 2015 at the Shadelands Art Center in Walnut Creek with the new director Marianna Moore.

5) Sean reported that all the site visits have been completed and once again thanked the Commissioners who participated.

6) Tracy Irwin, First 5 Public Affairs Program Officer presented a first Public Service Announcement of the Sugar Bites campaign to be aired on several local television stations. The slightly longer segment of about 1 minute and 45 seconds is to be distributed to doctors' and dentists' waiting rooms for parents to view. Estimated release date end of April 2015.

#### **10.0 Communications**

Sean directed the Commission to First 5 Association documents from the February Summit.

The document describing the current status the rising administrative costs charged by the Board of Equalization on First 5 funds reflects the of those costs on local First 5s. In Contra Costa alone, approximately \$290,000 annually is lost as a result. The First 5 Association is making progress toward a legislative solution.

#### **11.0 Commissioner F.Y.I. Updates**

There were no Commissioner updates.

#### **12.0 Adjourn**

PJ Shelton thanked everyone for attending, and reminded everyone of the upcoming Strategic Plan Commissioners Retreat on May 13, 2015 at the Pleasant Hill Community Center from 9 am to 3 pm.

She also reminded that two weeks after the retreat is the scheduled June 1, 2015 Commission Meeting 6 PM at the First 5 Contra Costa Large Conference Room.

Meeting was adjourned at 7:27 PM.