



## Commission Meeting MINUTES

Monday, June 6, 2016, 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 6:17 PM

Commissioners in attendance were:

Chairwoman PJ Shelton, Vice-Chair Kathy Gallagher, Maria Fort, Barbara Cappa, Health Services Wanda Session for Director Dr. William Walker, and Children & Families Services Director Joan Miller.

Alternate in attendance was Marilyn Cachola Lucey.

Also present was Contra Costa County Deputy Counsel Keiko Kobayashi.

### 2.0 CLOSED SESSION

#### Public Employee Performance Evaluation

Title: Executive Director

At 6:24 PM, the commissioners and county counsel went into closed session. Upon their return, Chairwoman Shelton called the meeting again at 6:54 PM.

### 3.0 Public Comment

Deputy Director Cally Martin read an email message sent by Angela Gattis, Family Support Specialist from Care Parent Network thanking First 5 Contra Costa for the donation of toys and books to the recently concluded Congreso Familiar. She also sent thanks to Early Intervention Program Officer Wanda Davis and COPE Executive Director Cathy Botello for providing the training with Dr. Matthew Sanders of Triple P.

Shelter Inc. Director of Program Operations, Leslie Gleason shared how valuable community and peer support is amongst the parent residents, especially to expectant mothers at the Shelter.

Odessa Caton Director of Early Childhood Services for Aspiranet informed that their agency is currently interviewing candidates to fill the Center Director position at Delta First 5. She also informed that Aspiranet is looking forward to provide home visiting services for expectant and new mothers and fathers in the Central, East and West County).

### 4.0 Approval of Consent Calendar

Motion to approve the consent calendar was made by Joan Miller and seconded by Kathy Gallagher.

**AYES:** PJ Shelton, Kathy Gallagher, Maria Fort, Barbara Cappa, Wanda Session for Dr. William Walker, and Joan Miller.

**NOES:** None

**ABSTAIN:** None

Motion was **APPROVED**.

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

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

**6.0 Consider approving an increase in compensation for the Executive Director.**

Prior to the report out, Chairwoman Shelton reconvened with the commissioners and county counsel in closed session at 7:05 PM. The Commission returned to the room and resumed its meeting at 7:19 PM.

Chairwoman PJ Shelton reported out that she had been appointed to negotiate the Executive Director's compensation and recommended the following increase in compensation for the Executive Director:

- 1) A salary increase of 3%
- 2) A Cost Of Living Allowance (COLA) increase of 3%
- 3) All of the other benefits aligned with the contract will remain the same

A motion was made by Maria Fort, and seconded by Kathy Gallagher to approve an increase in compensation for the Executive Director.

**AYES:** PJ Shelton, Kathy Gallagher, Maria Fort, Barbara Cappa, Wanda Session for Dr. William Walker, and Joan Miller.

**NOES:** None

**ABSTAIN:** None

Motion was **APPROVED**.

**7.0 APPROVE and AUTHORIZE the Executive Director to execute a 3-year contract with ASPIRAnet (Central, East and West County) to provide home visiting services for expectant and new mothers and fathers in an amount not to exceed \$3,600,000 for term July 1, 2016 to June 30, 2019. FY2016-17 budget line: Family Support Initiative: Home Visiting (\$1,255,015).**

Sean Casey informed the Commission that this contract comes to them as the result of a Request for Applications (RFA) process for home visiting services for expectant and new mothers. The last such RFA process was conducted three years ago and awarded two three-year contracts; one in West County and the other in Central and East. This year's RFA process has resulted in one contract for the entire county which staff is requesting the Commission approve for a three-year term.

Wanda Session asked why a three year contract was necessary. Sean responded that we have moved our largest program contracts, those for First 5 Centers and home visiting, to multi-year contract cycles to reduce program interruption and reduce the burdens on First 5 and contractor staff alike.

Motion was made by Barbara Cappa and seconded by Joan Miller.

**AYES:** PJ Shelton, Kathy Gallagher, Maria Fort, Barbara Cappa, Wanda Session for Dr. William Walker, and Joan Miller.

**NOES:** None

**ABSTAIN:** None

Motion was **APPROVED**.

## 8.0 Update from Tandem Partners in Early Learning (formerly Raising A Reader SF, Alameda and Contra Costa Counties).

Tandem Partners in Early Learning Executive Director, Molly Wertz made a presentation. Formerly Raising A Reader SF, Alameda and Contra Costa Counties, Tandem now partners with families, educators and communities to help young children advance their early language and literacy skills. As Raising A Reader, they took over the administration of the RAR programs in First 5 Contra Costa's Preschool Makes a Difference classrooms. As Tandem, they continue that while expanding to other early education and community-based sites serving children 0-5.

Tandem supports families whose children are not engaged in formal education, but also trains educators and parents on helping children and parents engage together in literacy activities. The "StoryCycles" program is a weekly circulation of age appropriate books. In Contra Costa County this year, it has reached 132 sites, 176 classrooms and 3,046 children, 18% of whom are aged 0-2, 74% aged 3-4, and 7% over five. Operating as Tandem, Ms. Wertz noted that they are able to reduce the costs of books, consider more options and locations for workshops and participate in more community events. She considers their goal to be developing an "eco-system" for literacy.

After the presentation, PJ Shelton asked if the organization had considered the integrate technology?

Molly Wertz informed that although they do use video recordings of parents interacting with their children, as well as social media to promote the program, it ultimately still is based on physical books and relationships.

Maria Fort asked when the agency name change occurred and what was the genesis of the change?

Molly replied the change occurred in August, 2015. The National Raising A Reader was concerned that the program in its purest form is a bit different from what the local organization was doing. National RAR planned to pursue their mission locally to extend the program to third grade. The Bay Area group wanted to reach children in their earliest years.

Marilyn Lucey asked if the programs serves and looks out for children who may require a special education or development program. She was hoping to look at ways that they can partner with communities to train parents and educators to provide developmental screening.

Molly informed that Tandem staff were not trained in developmental screening. However, it is something that could become an important next step for them. First 5 Deputy Director Cally Martin suggested to link the local early screening and intervention program called "Help Me Grow" and join efforts with Tandem to provide further resources to parents, families, and educators.

## 9.0 Executive Director's Report

### First 5 Association summary of potential fluctuations in Prop 10 revenue

The spreadsheet in the packet describes potential gains and losses in Prop 10 revenue due to two recently signed laws and one November ballot initiative. The first new law raises the annual fee that tobacco vendors pay the Board of Equalization. (Until recently, they only paid once, when they applied for the permit to sell tobacco.) The increase is expected to offset by an estimated \$4.6 million the services charges that the BOE has up to now taken off the top of the monthly tax revenues, which could result in an estimated annual increase to Contra Costa of close to \$100,000. The other new law raised the legal age of smoking to 21, which would reduce Prop 10 revenues by as much as \$24.25 million, and Contra Costa's revenue by close to \$480,000. The November initiative would raise the tobacco tax by an

additional \$2 per pack, and would include e-cigarettes and other taxable tobacco products. The LAO estimates Prop 10 could see an increase of \$30 million a year, which could translate to nearly \$200,000 for Contra Costa, but no one yet knows the true extent of e-cigarette consumption in California. Bottom line: Depending on how these measures pan out, we could see a revenue change in the next few years somewhere between a decrease of \$392,000 and an increase of \$200,000.

### **Remembering Lionel Johnson**

We are deeply saddened by the recent loss of Lionel Johnson, one of our long-time West County community stalwarts. As long as we have engaged community in West County, Lionel has shown up. He was a charter member of both our regional Group and the West County First 5 Center CAC, but we are pretty sure he was in the room for even earlier West County activities as those two entities were being formed. He was also very active in his church and community, supporting National Night Out, Building Blocks for Kids, the JFK Park, the Iron Triangle Easter Egg Hunt and most recently joining the Crime Prevention Executive Board. He was a quiet and humble man, who led with love not ego, and will be missed.

### **Office Notes**

The auditors completed their annual interim fieldwork last week in two and a half days, a new First 5 record. Many thanks to our administrative and contracts staff -- Marnie Huddleston, Marianne Dumas, Shawn Garcia, Lisa R. Johnson, Monica Nevarez and Vanessa Miller – who had all the files waiting for them when they arrived.

We welcome a new addition to our staff, the new Quality Improvement Coaching Specialist Linda Stafford-Frazier. She comes to us from the West Contra Costa Unified School District where she was an early learning coach and trainer. She rounds out our very talented coaching team, with Kim Stadtlander and Francisca Hernandez.

Ending on a happy note, our Family Support Program Officer, Lisa Morrell, is now Lisa Korb. She and her new husband Jay were married last month and she hasn't stopped smiling since.

### **10.0 Communications**

No report was given.

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

Due to the Independence Day Holiday that falls on the first Monday of the month, PJ Shelton reminded that the next Commission Meeting falls on the second Monday, July 11<sup>th</sup>.

### **12.0 Adjourn**

PJ Shelton adjourned the meeting at 8:04 PM.