

Approved March 14, 2008

**FIRST FIVE SACRAMENTO COMMISSION ADVISORY COMMITTEE**  
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**MINUTES: February 8, 2008**

**Attending Members:** Ernie Brown, Rod Howze, Effie Hubbard Ruggles, Terry Jones (Chair), Matt Mengelkoch, Amy Lin Tan, Alondra Thompson, Gloria Torres, Tosca Toussaint (Vice Chair)

**Absent Members:** Maisha Dottery (excused), Jillian Faucett (excused), Betsy Uda (excused), Kathleen West (excused)

**Staff:** Michele Watts

**Commission Staff:** Lin Batten, Julie Beyers, Erin Blount, Kim Dahl, Doreen Diehl, Julie Field, Linda Fong-Somera, Carmen Garcia-Gomez, Verronda Moore, Debra Payne, Cathy Spivey

**Guests:** None

Issues	Discussion	Actions/Recommendations
<b>1. Call to Order. Welcome &amp; Introductions.</b>	The Chair called the meeting to order at 2:35 PM. Self-introductions were made	
<b>2. Chair's Report</b>	The Chair reported the following: <ul style="list-style-type: none"><li>➤ The Sacramento District Dental Society hosted a children's dental health fair on February 2, 2008. 27 sites throughout the region provided care to children in need of services, as previously identified by screenings at local schools. Appointments were scheduled for 670 children and, based on past fairs, the majority of those appointments (approximately 80%) were likely kept. 650 volunteers, including 150 dentists, participated. At last year's fair, \$900,000 in dental treatment was provided. 250 regional transit passes were donated for the event, although it's not clear how widely-used they were. Terry noted that Cover the Kids was also present at the fair.</li></ul>	
<b>3. Minutes of January 11, 2008</b>	The minutes of January 11, 2008 were approved as written.	<b>M/S</b> Ernie Brown/Amy Lin Tan to approve the minutes as written. <b>Approved.</b>
<b>4. Community Vision Document: Project Update</b>	The ad hoc work group has been meeting to discuss how the Advisory Committee can get input to update the Commission Vision document. They have identified two audiences from which input can be sought for the Vision Document update: parents/consumers and providers. As the work group has been planning for this process, Commission staff have been meeting to develop a timeline and process for the upcoming Commission Strategic Plan Update. The staff have asked that the Advisory Committee take a more active role in this process by conducting a Community Assessment to determine what parents and caregivers of young children think are priorities. The committee's participation in the Community Assessment will meet the first goal of the Vision work group of getting input from parents/consumers. The Commission's evaluation consultants will develop a survey that the committee can administer April – early June, going out to community events and other places that parents frequently go. Michele and the work group will be working closely with Program Planner Carmen Garcia-Gomez on this project and additional information will be presented at upcoming Advisory Committee meetings.  Participants on the work group include: Ernie Brown, Effie Hubbard-Ruggles, Amy Lin Tan, Gloria Torres, and Alondra Thompson.	
<b>5. Members' Expertise Project</b>	Michele thanked the members who submitted their inventories and requested that everyone else do so as well. Michele would like to distribute the inventory of all members' expertise and skills at the March meeting.	
<b>6. Strategic Planning Process/Timeline</b>	Program Planner Carmen Garcia-Gomez reviewed the proposed timeline for strategic planning for the 2010/11-2012/13 funding cycle. Key elements include conducting a community assessment this Spring, a daylong planning session for the Commission in August, strategic planning work group meetings in Fall, public hearings on the draft plan in late 2008, and Commission approval of the Strategic Plan and Implementation/Operational Plan in 2009.	
<b>6. Commission Report</b>	Commission Executive Director Lin Batten reported the following: <ul style="list-style-type: none"><li>➤ The Commission did not meet in February.</li><li>➤ At the March meeting, agenda items will include the School Readiness Initiative, the next Strategic Planning Process, the Children's Action Grant work group, and a presentation by Evaluation Consultants on the Longitudinal Parent Surveys.</li></ul>	

Issues	Discussion	Actions/Recommendations
	Additional details on many of the items listed above, including Commission agenda and meeting materials are available here: <a href="http://sackids.saccounty.net/meetings/commission-meeting/index.html">http://sackids.saccounty.net/meetings/commission-meeting/index.html</a> .	
<b>7. Commission Staff Reports</b>		
<b>7a. Children's Health Initiatives</b>	<p>Program Specialist Cathy Spivey reported the following:</p> <ul style="list-style-type: none"> <li>➤ Thank you to member Alondra Thompson for participating in the first Bright Futures event by providing behavioral screenings. Although attendance at this event, which was held in Galt, was negatively impacted by poor weather, the families that did attend certainly benefited. Seven agencies were present and the event also gave them the opportunity to network with each other. Cathy noted that a dentist is definitely needed for the next event; Terry agreed to help find someone to participate.</li> <li>➤ The next Healthy Futures screening event will be held in the north area (Watt Ave. and Freedom Park Drive) on April 29, 2008.</li> </ul> <p>Program Planner Debra Payne reported that applications for the Improve Nutrition Tot Lot funding will be reviewed on February 13, 2008. Applications for 7 outdoor tot lots and 1 indoor tot lot were received. Funding recommendations will be presented to the Commission for approval on March 3, 2008.</p>	
<b>7b. Community Building Initiative</b>	<p>Program Planner Julie Beyers reported the following:</p> <ul style="list-style-type: none"> <li>➤ Advisory Committee members are encouraged to distribute CBI outreach flyers and applications.</li> <li>➤ The first mini grant deadline for 2008 just passed and 13 applications were received. A review panel will convene in late February. Applicants that do not pass the review will be offered technical assistance to reapply.</li> <li>➤ The next mini grant deadline will be April 4, 2008 at 5 PM.</li> <li>➤ A new CBI brochure is being developed.</li> <li>➤ Grantee the HAVES, and several others, have been featured recently in local media.</li> </ul> <p>Program Planner Linda Fong-Somera reported that a work group is being formed to review the previous cycle's "Children's Action Grants" (\$75,000 CBI grants for creating linkages among associations) to determine why these grants have not worked out as expected and to make recommendations regarding how to improve them. An Advisory Committee member will be included on this work group; Betsy Uda has volunteered to serve.</p>	
<b>7*. Communications and Media</b>	<p>Communications and Media Officer Erin Blount reported the following:</p> <ul style="list-style-type: none"> <li>➤ Articles about CBI and other First 5 Sacramento programs are being placed in local community media, such as Kidaround, Sacramento Parent, and Parents' Monthly.</li> <li>➤ First 5 Sacramento has developed cubes with school readiness messages to share information with the community. Cubes were distributed to members.</li> <li>➤ Sacramento County has been named one of the 100 Best Communities for Young People by America's Promise.</li> </ul>	
<b>7c. School Readiness</b>	<p>Program Planner Doreen Diehl announced that First 5 California has released the School Readiness Initiative match funding "RFF" (Request for Funding), which Sacramento will need to respond to in order to receive cycle 2 funds. The release of the RFF has been delayed for months and Doreen is currently reviewing the requirements to determine what needs to be changed in Sacramento's application. The application is due April 4, 2008.</p>	
<b>8. Work Group Reports</b>		
<b>8a. Evaluation Committee</b>	<p>Evaluation Committee member Terry Jones stated that the committee has not met since the last report. The next meeting will be February 25, 2008.</p>	
<b>8b. Financial Planning Committee</b>	<p>Financial Planning Committee member Ernie Brown distributed a written report and announced the following:</p> <ul style="list-style-type: none"> <li>➤ Because there was not a quorum at the January meeting, no official action was taken by the committee.</li> <li>➤ The county Real Estate Division made a presentation on the pros and cons of purchasing a building. Based on the costs and benefits of purchasing a new building vs. continuing to lease office space, it does not seem practical to invest in real estate at this time.</li> <li>➤ At the next meeting (March 20, 2008), the committee will review and approved the administrative cost allocation plan and will review and adopt an updated 10-Year Financial Plan.</li> </ul>	
<b>8c. Fluoridation Work Group</b>	<p>Fluoridation Work Group member Terry Jones reported that the next meeting will be February 19, 2008.</p>	

<b>Issues</b>	<b>Discussion</b>	<b>Actions/Recommendations</b>
<b>9. Membership Report</b>	Michele reported that the seats for the Adult and Aging Commission and the Mental Health Board are still vacant. There are five additional seats available for community members.	
<b>10. Future agenda topics</b>	None.	
<b>11. Announcements</b>		
<b>12. Public comments</b>	None.	
<b>13. Adjournment</b>	The meeting adjourned at 4:00 PM.	<b>Next Meeting: March 14, 2008.</b>