

Approved 11/09/2007

FIRST FIVE SACRAMENTO COMMISSION ADVISORY COMMITTEE
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MINUTES: September 14, 2007

Attending Members: Ernie Brown, Jillian Faucett, Effie Hubbard Ruggles, Terry Jones (Chair), Matt Mengelkoch, Amy Lin Tan, Alondra Thompson, Tosca Toussaint (Vice Chair), Betsy Uda, Kathleen West

Absent Members: Rod Howze (excused), Manuel Valencia (excused)

Staff: Michele Watts

Commission Staff: Lin Batten, Julie Beyers, Doreen Diehl, CarolAnn Kinzel (intern), Cathy Spivey

Guests: Tracy Pope

Issues	Discussion	Actions/Recommendations
1. Call to Order. Welcome & Introductions.	The Chair called the meeting to order at 2:35 PM. Self-introductions were made.	
2. Chair's Report	The Chair reported the following: <ul style="list-style-type: none">➤ Thank you to committee member Matt Mengelkoch, who made the September Advisory Committee report to the Commission.➤ A few changes have been made to the 2007 list of monthly meeting topics; a revised version of this document was distributed.➤ Members are encouraged to attend the Children's Celebration on Saturday, October 13, 2007.➤ The Sacramento Valley Dental Association is distributing a dental coverage complaint form to enable consumers within the geographic managed care system to have problems with the system addressed. Copies of the form were distributed.	
3. Minutes of June 8, 2007	The minutes of June 8, 2007 were approved as written.	M/S Ernie Brown/Betsy Uda to approve the minutes as written. Approved.
Notes of August 10, 2007	Members reviewed the notes of August 10, 2007. No changes were made.	
4. October 2007 Retreat	Consultant Tracy Pope led the discussion of activities for the October 2007 Retreat. Planned activities include creation of member biographies and discussion of feedback from the Commission on the Advisory Committee's performance and future projects. Next, Tracy asked members to identify what they would like to accomplish at the retreat. Input included team-building activities/ getting to know one another better, learning more about First 5 Sacramento's history and current work, a review of the Advisory Committee's work and accomplishments, and having fun. Tracy will use the list generated to develop the rest of the retreat agenda.	
5. Member Presentation: Early Care and Education	Committee members Jillian Faucett and Betsy Uda made a presentation on Early Care and Education. Jillian presented a PowerPoint with information regarding the importance of Social and Emotional Development for a child's school readiness. Betsy passed out the assessment tool that Head Start uses to evaluate the progress of children in the program and discussed the challenges presented by the increasing emphasis on academic learning in preschool. Both Jillian and Betsy talked about the need for workforce development to ensure well-qualified early care and education providers. CARES, a First 5 program, offers stipends and other support for workforce development.	
6. Report on CBI Review Process	Michele presented the recommendations in the report on the CBI Review Process. These recommendations will be implemented in future reviews. The report and recommendations were approved.	M/S Effie Hubbard Ruggles/Matt Mengelkoch to approve the report and recommendations as presented. Approved.
7. Commission Report	Executive Director Lin Batten reported the following: <ul style="list-style-type: none">➤ The Commission funds advance policy was revised. Among the revisions is a change to better fit the needs of CBI grantees and their projects.➤ The Commission approved the use of share of cost payments for children 0-5 for the Healthy Kids, Healthy Futures insurance product to cover children 6-18.	

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	<ul style="list-style-type: none"> ➤ The Commission granted the Executive Director the authority to execute contract amendments for contractors' additional evaluation costs as needed. ➤ A potential collaboration with communities in the river delta region is developing. First 5 Sacramento staff has met with staff from other Commissions in the region to explore this possibility. ➤ Healthy Kids, Healthy Futures has won a Challenge Award from the California State Association of Counties (CSAC), recognizing its accomplishments as the only regional/multi-county children's health insurance product in the state. ➤ The Strategic Planning process for 2010-2013 will begin fairly soon. ➤ Advisory Committee members are invited to participate on the First 5 Sacramento team(s) for the County employee giving campaign 5 K Race on October 25, 2007 at Discovery Park. Interested members can contact Michele. <p>Additional details on many of the items listed above, including Commission agenda and meeting materials are available here: http://sackids.saccounty.net/meetings/commission-meeting/index.html .</p>	
8. Commission Staff Reports		
8a. Children's Health Initiatives	Nothing more to report.	
8b. Community Building Initiative	CBI Program Planner Julie Beyers reported the following: <ul style="list-style-type: none"> ➤ A new mini grant application has been released. The first application deadline is November 2, 2007. ➤ Applicants will receive more technical assistance in this cycle than in the past. 	
8c. School Readiness	School Readiness Program Planner Doreen Diehl reported the following: <ul style="list-style-type: none"> ➤ Planning is underway for the 2008-2012 School Readiness Initiative (the "Cycle 2 Reapplication"). Sacramento will develop a coordinated countywide plan and will try to fill existing gaps, serve more children 0-3, and focus more on evidence-based practices. 	
9. Work Group Reports		
9a. Evaluation Committee	Advisory Committee representative Terry Jones reported that the Evaluation Committee has not met since his last report. The next meeting is Monday, September 17, 2007.	
9b. Financial Planning Committee	Advisory Committee representative Ernie Brown reported the following activities, as outlined on the report form he distributed: <ul style="list-style-type: none"> ➤ The committee reviewed capital investment options with County Finance Personnel. The Commission can invest in a building if it will be used for staff offices and other purposes benefiting children 0-5 and their families. It would probably be okay to rent out unused portions of the building. ➤ The committee reviewed adjustments to fund balances to decrease the amount of funds listed as "undesignated." These adjustments will be reviewed by the County Auditor to ensure the new designations are acceptable. ➤ The committee reviewed 10- and 20-year projections. ➤ Upcoming work includes developing definitions for administrative direct and indirect costs, addressing the issue of grantees not spending all of their contracted dollars, continuing discussion of capital investment options, and approval of the 10-year financial plan for submittal to the Commission for its approval. ➤ The next meeting is September 20, 2007. 	
9c. Fluoridation Work Group	Terry reported that funding for the fluoridation of Zone 41 is moving forward.	
10. Membership Report	Michele reported that vacancies remain the same as the last report: Adult and Aging Commission, Mental Health Board, and six additional community seats are available.	
11. Future agenda topics	None.	
12. Announcements	None.	
13. Public comments	None.	
14. Adjournment	The meeting adjourned at 4:04 PM.	Next Meeting: 2007 RETREAT, Oct. 26th, 9 AM – 1 PM, at Sierra Health Foundation

