

Commission Meeting Minutes

Wednesday, March 15, 2023

Members Present: Chair Toni Campbell, Jennifer Herrera, Lisa Hindman Holbert, Bruce McPherson, Diane Munoz, Kimberly Petersen, Faris Sabbah, Johanna Schonfield, Dr. Raelene Walker

1. **Call to Order and Establish Quorum:** Meeting was called to order at 1:00pm

2. **Review and Adopt Agenda**

M/S/P: (Commissioner Faris Sabbah/Commissioner Johanna Schonfield) unanimously moved to adopt the Agenda.

3. **Consent Agenda – Action Item**

- A. Approve Commission October 26, 2022, Meeting Minutes
- B. Accept Financial Report for the period ending February 28, 2023
- C. Accept First 5 Santa Cruz County Grant Application Tracker, 03/15/2023
- D. Accept FY 22/23 First 5 Santa Cruz County Contracts Executed Under Executive Director Authority, 03/15/2023
- E. Accept FY 22/23 First 5 Santa Cruz County Sponsorships report, 03/15/2023

M/S/P: (Commissioner Bruce McPherson/Diane Munoz) unanimously approved the Consent Agenda

4. **Community Oral Communications**

The community may address the Commission on items not listed on the agenda that are within the jurisdiction of First 5 Santa Cruz County. If any member of the community wishes to address the Commission on any item that is listed on the agenda, they may do so when that item is called. Every item on the agenda welcomes public comment.

None.

5. **Commissioner Oral Communications**

None.

6. **Welcome New Commissioner and Staff**

- Director Brody introduced and welcomed Dr. Raelene Walker as a new Commissioner. He stated that Dr. Walker has held a number of leadership positions in Santa Cruz County and currently serves as Director of the Pediatric Center of Excellence at Santa Cruz Community Health.
- Director Brody introduced new staff members, Jeff Marquardt, Senior Accountant II and Audrey Jones, Office Administrative Coordinator. Both support the work of United Way and First 5.
- Commissioner McPherson presented Barbara Dana with a Proclamation of Appreciation from the Santa Cruz County Board of Supervisors for her 21 years of service to First 5 Santa Cruz County.

7. **Nurse Family Partnership Presentation – Information Item**

Beth Blosser, Nurse Family Partnership Supervisor from Public Health will make a brief presentation on the Nurse Family Partnership program in Santa Cruz County.

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Beth Blosser's presentation was postponed until the June 28, 2023 Commission meeting.

8. 2022-2023 Budget Revision – Action Item

- a) The Commission will consider approval of the Revised First 5 Santa Cruz County Fiscal Year 2022-2023 Budget in an amount not to exceed **\$3,874,065**.

Director Brody reviewed several changes in revenue in the FY22-23 Budget Revision including:

- Due to approval of the statewide flavored tobacco ban in November 2022, First 5 SCC will receive \$211,000 less than was anticipated when the budget was passed in June of 2022. First 5 SCC is also anticipating a 10% reduction in Proposition 10 revenue for the next fiscal year compared to prior projections.

Commissioner Schonfield asked about the state and county marijuana tax. Director Brody stated that there have been many discussions around the state marijuana tax but that First 5s have not requested and do not currently receive any Proposition 64-related funds. He also stated that the First 5 Association is not planning a formal budget ask of the state legislature this legislative cycle but is planning to make an ask next year. Commissioner McPherson stated that the County has not received revenue anticipated levels from the local county marijuana business tax. Director Brody shared that First 5 is grateful for the local marijuana business tax funds from the County of Santa Cruz and the City of Santa Cruz that have been allocated to the county Thrive by 5 initiative and the City of Santa Cruz Children's Fund.

- There was a \$50,000 reduction in revenue assumptions from Monterey Peninsula Foundation from the proposed \$150,000 grant to the \$100,000 award to support the SEEDS of Learning program.
- A \$225,760 contract with Santa Cruz Health Services Agency from the California Home Visiting Program, which includes funds for a fiscal analysis of Home Visiting programs; communications consulting services for a media campaign, and for emergency supplies.
- A \$105,569 contract with the city of Santa Cruz for Early Learning Scholarships to childcare providers operating within the city of Santa Cruz.
- A \$26,153 grant for related personnel expenses for 1st year implementation of the Department of Healthcare Services Navigator contract to hire a ¾ FTE Outreach Specialist.

- b) **Contract Authorizations:** The Commission finds that the contracts listed below for fiscal year 2022-2023 meet the factors described in its sole source contracting policy section 1.b relating to contractors' expertise being vital to the provision of services. The Commission delegates authority to the Executive Director to negotiate, execute, and amend contracts up to the amounts specified.

Director Brody went on to review proposed changes to existing contract authorizations as well as new contract authorizations as detailed below.

- i. **Operating Expenses – General Admin/Program Support/Evaluation**

Approval of contract with United Way of Santa Cruz County for First 5 Administrative, Program Support, and Evaluation between July 1, 2022, and June 30, 2023, in an amount not to exceed **\$659,844.**

- ii. **Strategic Priority Investments**

Approval of contract with United Way of Santa Cruz County for First 5 Strategic Priority Investments between July 1, 2022, and June 30, 2023, in an amount not to exceed **\$1,635,447.**

- iii. Approval of FY 2022-2023 community grants and professional services contracts in amounts not to exceed.

Vendor	Priority Area	Program	Amount
P5 Fiscal Strategies	Early Childhood System	Thrive by 5	\$100,000
Miller Maxfield	Early Childhood System	Thrive by 5	\$35,000
Pajaro Valley Unified School District	Early Care & Education	Quality Counts	\$51,520

M/S/P: (Commissioner Bruce McPherson/Commissioner Faris Sabbah) unanimously approved the staff recommendations for the revisions to the FY22-23 budget and related contract authorizations.

9. Convene Public Hearing on 2021/2022 First 5 California Annual Report – Action Item

Director Brody will present on the 2021/2022 First 5 California Annual Report for the Commission's acceptance.

Public hearing open.

Director Brody informed the Commissioners that it is the responsibility of all First 5s to convene a public hearing to review and accept the annual report produced by First 5 CA. Director Brody shared highlights of the report to Commissioners which consists of collecting service data in three categories from all the First 5 Commissions across the state. The categories include Child Health, Family Functioning, and Child Development. Services provided for children and services provided for adults were aggregated. The First 5 CA annual report showed over 803,000 services to adults and just under 600,00 services to children. Services rendered through the expense of \$277M, down from \$283M in FY 20/21. In percentage terms: 34% of

expenditures went to improved Family Functioning, 27% went to improved Child Development, and 39% went to improved child health.

M/S/P: (Commissioner Raelene Walker/Commissioner Johanna Schonfield) motion to accept the annual report of First 5 CA passed unanimously.

Public hearing closed.

10. Staff Recognition – Information Item

Commissioner McPherson will recognize Barbara Dana for her 21 years of service to First 5 Santa Cruz County. *(See Item #6 on agenda).*

11. Form 700 – Information Item

Staff requests that Commissioners remember to complete and file Form 700.

B. Dana will send out form to commissioners to complete. The completed forms are due by April 1, 2023

Meeting adjourned at 1:40PM