



Meeting Minutes – October 18, 2017

I. CALL TO ORDER

Lisa Leavitt, Commission Chair, called the meeting to order at First 5 Marin at 5:34 p.m.

Commissioners Present

Lisa Leavitt MD – *chair*
Kristen Seatavakin – *vice chair*
David Bonfilio
Gabrielle Philippe-Auguste
Heather Ravani
Juan Rodriguez

Commissioners Excused

Amy Eisenmann
Sister Joan Hanna
Supervisor Katie Rice

Staff Present

Amy Reisch
Michelle Fadelli

Guests

Jill Casey, Luminare Group
Rebecca Wood, Jewish Family and Children Services (JFCS)
Nancy Masters, JFCS
Caren Schmidt, Marin Community Clinics (MCC)
Tracey Hessel (MCC)
Balandra Fregoso, Parent Services Project
Elizabeth Horevitz, MCC
Ann Wakely, League of Women Voters of Marin County
Nathan Edelman, from Vavrinek, Trine, Day and Co. LLP (auditors)

II. MEETING MINUTES

Commissioner Seatavakin asked if there were changes, additions or corrections to the commission minutes for the last meeting on September 20, 2017.

Motion/Second: Bonfilio/Rodriguez

The minutes of September 20, 2017 were unanimously approved.

III. COMMISSIONER COMMENTS

Commission Ravani – offered her thanks to staff and the community for the overwhelming emergency response following the recent fires in Napa/Sonoma.

- Commissioner Bonfilio agreed; he works four miles from the fire line. He noted that they will need support for a long time to come.

Commissioner Leavitt reported that we've had several Marin Communications Forum events recently; she served on the panel for the September forum on "Un-Affordable Housing in Marin."

IV. EXECUTIVE DIRECTOR'S REPORT

In addition to the written report, Executive Director Amy Reisch reported that First 5 California and the California Children and Families Foundation (a First 5 Association entity) have organized a disaster relief fund; they are in contact with several large donors, but individuals may contribute as well. [The fund is now posted as "First 5 Wildfire Recovery Effort" on "INDIEGOGO" at: <https://www.generosity.com/emergencies-fundraising/first-5-wildfire-recovery-effort>.]

- Commissioner Seatavakin noted that to receive gift cards from the Red Cross, you have to register for FEMA—therefore, undocumented residents are not eligible.

V. COMMISSION DISCUSSION

- **Presentation of FY1617 Audit** – Commissioner Bonfilio, chair of First 5 Marin's Finance Committee, presented the audit and audit letter. He directed commissioners to page 38 for a review of the findings including our incorrect investment policy and our retirement expense calculations. He noted that our investments have already been corrected and we are in compliance with required policy. As for the retirement expense calculations, the Finance Committee will review and approve the auditor's worksheets for the calculations each year as part of the audit process. There were no materials findings in the audit.
-Amy Reisch added that the auditor was very responsive.
-Nathan Edelman, representing the auditor, added that typically the first year of a new auditor is hard, but it becomes easier in subsequent years.

Commissioner Leavitt called for a motion to accept the audit as submitted.

Motion/Second: Ravani/Seatavakin

The audit for FY 2106-17 was unanimously accepted.

- **REVISED INVESTMENT POLICY**

As recommended by the Finance Committee, First 5 Marin's investment policy will be amended regarding the purchase of medium term notes, and with the following changes, and will read as in the attached revised policy:

1. References to "The County" will be changed to "The Commission" and "treasurer" or "treasury" to "investment account" or "invested balance" to clarify First 5 Marin's structure as independent of the County of Marin.
2. The purchase of medium term notes will be changed as follows: Medium term notes, rated "A" or better with a maturity not to exceed five years, and not to exceed 30% of the investment fund balance. (See executive director's memo for full description.)
3. Removal of section 6 (n), referencing County management of investment funds, which the County no longer does..

Commissioner Leavitt called for a motion to accept the revised investment policy.

Motion/Second: Ravani/Bonfilio

The revised investment policy was unanimously approved.

- **HELP ME GROW**

Executive Director Amy Reisch provided an update on the “Help Me Grow” planning project a (a community-wide coordinated program for early childhood developmental screening, referrals, interventions and supports, and follow up). Amy estimated costs through the remainder of 2017-18 at \$26,300, including the facilitator, meeting expenses, analysis of centralized data-gathering capacity and stipends for a parent advisory group.

-Commissioner Leavitt asked about the proposed facilitator. Amy replied that the person was recommended by Shirin Vakharia from the Marin Community Foundation; she has expertise in collaborative systems change work (her bio and references were sent to the Commissioners with the packet).

Commissioner Leavitt called for a motion to approve the initial budget for Help Me Grow.

Motion/Second: Bonfilio/Rodriguez

The budget for Help Me Grow was unanimously approved.

-Commissioner Rodriguez added that he appreciated the inclusion of the parent advisory group.

- **URGENCY ITEM:**

Executive Director Amy Reisch presented an urgency item for consideration, which had not been listed on the agenda, in response to the fire emergencies in Napa and Sonoma (and other First 5 counties). She proposed the commission discuss support for children and families in those impacted counties.

Commissioner Leavitt called for a motion to discuss the emergency item.

Motion/Second: Bonfilio/ Philippe-Auguste

The emergency item was approved for discussion.

First 5 leaders in the affected counties, along with Amy and Moira Kenney from the Association, have been discussing priority needs (specifically related to young children) which could be supported with contributions from First 5’s statewide. They include:

1. Mental Health services for children and families – access and support; 8 to 10 staff needed (\$1,000,000 estimate)
2. Temporary Child Care – At least 100 family care providers have been lost in Sonoma alone. They need spaces, licensing assistance, training, supplies. (\$2,625,000 estimate)
3. Family playgroups – 4 to 6 facilitators (\$300,000)
4. Public Health Nurse – outreach workers for health assessments (\$450,000)

Total need is nearly \$4.5 million. Amy noted that the immediate needs are for contributions to that can be allocated for playgroups and mental health services. She added there is a special concern for renters, low-income residents and the undocumented.

Proposed action would be to allocate up to a set amount to address emergency needs in counties directly impacted by the fires. She suggested \$150,000—some portion for the fund being established by First 5’s and some for direct expenditures on immediate, specific needs-- and noted that we have discretionary budget items totaling about \$450,000.

Commissioner Ravani agreed that we should make a donation to a First 5 fund, but cautioned over funds to specific programs as the need is not entirely flushed out.

- Amy noted that we of course would need plans before spending anything directly as a Commission.

Commissioner Seatavakin asked about mutual aid, and said we need to connect. What about partnering with child care in Napa and Sonoma? Can we work with their resource and referral programs?

- Amy said that First 5 Napa and First 5 Sonoma are official parts of the counties; we will work with their behavioral health departments. They are already working closely with their childcare Resource and Referral agencies and we are working with ours locally. She added that it is difficult to find enough trained ECMH (Early Childhood Mental Health) providers.
- Amy also noted that we cannot fund another First 5 county, but may be able to fund Marin providers to provide services in those counties.

Commissioner Ravani added that the logistics sound difficult; it sounds easier to just give money to the fund and let the fund determine the expenditures.

Commissioner Bonfilio said that while things are still a bit unclear, he trusts Amy to handle this responsibly.

Commissioner Leavitt asked about donations from private foundations. Amy replied that donations are pending.

Commissioner Ravani suggested \$50,000 to the First 5 fund and up to an additional \$100,000 available for other services, with a plan when more information is available.

Commissioner Leavitt called for a motion on contributions to support children and families in counties impacted by the recent wildfires. The final motion was for \$50,000 to the First 5 Association for the “First 5 Wildfire Recovery Effort” and \$100,000 in discretionary funds, to be authorized by the executive director (who will report back with the spending plan).

Motion/Second: Bonfilio/ Ravani

The emergency item was unanimously approved.

- **TRIPLE P (THE POWER OF POSITIVE PARENTING) – a collaborative proposal.**

Nancy Masters, from JFCS, presented on “Triple P” on behalf of representatives from all the organizations; she noted that Triple P has been used successfully in Marin for eight years. Parents Place used the program to manage behavioral concerns in children. It includes prevention, education, workshops, intervention and treatment. There is a solid training component that is easy to deliver and to learn.

565 Marin children have benefitted from the program. 60% in Spanish. (Commissioner Bonfilio asked about the ages of the participants. Nancy responded that most were preschoolers, but there are other ages; of the older students, many have younger siblings and the program impacts the whole family.)

The budget for Triple P was recently discontinued and we have the opportunity to fund it and continue a highly successful program. Another round of training is needed.

One major JFCS donor has been secured to contribute. If First 5 Marin can contribute, we can leverage that for donations from foundations etc.

Commissioner Bonfilio asked about First 5 Marin’s “supplantation policy” (which prohibits our funding items that have recently been de-funded). Amy replied that our policy restricts funding before five working days from the termination of funding.

Commissioner Bonfilio also asked why the funding was discontinued. Nancy replied that the Triple P program was seen as the “early end of prevention.” Amy added that they are shifting funds way from primary prevention “downstream” to intervention and treatment.

Commissioner Ravani noted there is a three year planning process; stakeholders and providers in focus groups.

Caren Schmidt from MCC distributed FAQs (Frequently Asked Questions) regarding the Triple P program; copies are available. Commissioner Leavitt said she appreciates all the efforts from the collaborative group promoting Triple P.

Caren talked about ACES—Adverse Childhood Experiences. JFCS is providing training at MCC in Spanish. There is a potential for impact if we can bring this to scale. Also Parent Services Project and the Marin County Office of Education are partners. (MCOE has committed to funding K-12 portion.)

Caren discussed sustainability and costs. There is a one-time ask for training. Triple P will be integrated into partner agencies. We can save money by making our own “tip sheets” rather than buying them. MCC can bill for one-on-one counseling/services as well as group counseling. Services can be sustained once everyone is trained.

Commissioner Rodriguez asked about partners. They are Parent Services Project (PSP), Marin County Office of Education, Jewish Family and Children Services, and the Marin Community Clinics.

Balandra Fregoso said that PSP would train their playgroup coordinator, who works with 75-120 families.

Amy added that this just becomes part of what they do. They are expanding capacity, not staffing.

Nancy said that staff are already meeting with families. They will be integrating this tool to expand their care and services.

Dr. Tracy Hessel from MCC noted that if a child is “the client,” MCC is limited by reimbursement regulations in working with the family. Triple P programs have better attendance and parent participation than “therapy.” It fills a big gap.

Commissioner Rodriguez added that it’s good that it’s not a stand alone project, and not new. Amy added that they are proposing “layering” services for families.

Commissioner Leavitt called for a motion to in support of Triple P (the Power of Positive Parenting) and to request a full proposal at the next meeting.

Motion/Second: Ravani/Seatavakin

The motion was unanimously approved.

- **ACA OPEN ENROLLMENT**

Amy Reisch provided an update on open enrollment for ACA (Affordable Care Act). The federal government has pulled outreach and advertisements. Shirin at MCF is working with partners on outreach to small businesses, who have a large number of employees in need. There will be radio, print, TV for a very short period of time plus training for outreach workers.

The requested budget is \$35,000: \$10,000 training for lawyers and \$25,000 for outreach and enrollment (part of the coordinator's salary) . They plan to roll out by next week, and the program will last for six to eight weeks, with some possible training continuing through the rest of the fiscal year.

VI. FINAL COMMENTS

Commissioner Bonfilio gave a reminder about a North Bay Leadership Council event—lunch on November 3rd.

Marin Communications Forum – Michelle Fadelli gave a reminder for the next two Marin Communication Forum events:

November 20th – Cannabis: Health Issues Affecting Children and Families – with presentations by Marin County Public Health Officer Dr. Matt Willis and an update on laws and ordinances by the Community Development Agency.

December 4th – Making Ends Meet in Marin (wages, poverty, affordable housing, child care) – with a presentation by Robert Eyler at the Marin Economic Forum and opening remarks by their new CEO Robin Sternberg.

VII. ADJOURNMENT – Commission chair Dr. Lisa Leavitt adjourned the meeting at 7:15 p.m.

NEXT SCHEDULED COMMISSION MEETING:

Wednesday, November 15, 2017

5:30 p.m.

First 5 Marin conference room

1050 Northgate, Suite 130, San Rafael, CA