

DRAFT



Meeting Minutes – April 18, 2018

**I. CALL TO ORDER**

**Lisa Leavitt**, Commission Chair, called the meeting to order at First 5 Marin at 5:31 p.m.

**Commissioners Present**

Lisa Leavitt MD – *chair*  
David Bonfilio  
Amy Eisenmann  
Gabrielle Philippe-Auguste  
Supervisor Dennis Rodoni  
Juan Rodriguez

**Commissioners Excused**

Kristen Seatavakin – *vice chair*

**Staff Present**

Michelle Fadelli  
Amy Reisch

**Guests**

Kari Beuerman, Marin County Health and Human Services  
Lael Lambert, Marin County Health and Human Services  
Dan Monte, candidate for the State Assembly

**II. MEETING MINUTES**

**Commissioner Leavitt** asked if there were changes, additions or corrections to the commission minutes for the last meeting on March 21, 2018.

**Motion/Second: Rodoni/Leavitt**

**The minutes of March 21, 2018 were unanimously approved.**

**III. COMMISSIONER COMMENTS**

**Commissioner Bonfilio** reported visiting the State Capitol for the American Cancer Society—but also “wearing his First 5 hat.” He shared a bill being supported by the ACS: SB 1192 (Monning) which would require restaurants to serve water or 2% milk with “kids meals.”

**IV. PUBLIC COMMENTS**

**Dan Monte** introduced himself as a candidate for the State Assembly. He mentioned SB 562 (Lara) and declared his support for guaranteed healthcare.

**Lael Lambert** introduced herself; she is the Director of Social Services and the incoming appointee by DHHS to the Commission, filling the vacant mandated seat.

## V. EXECUTIVE DIRECTOR'S REPORT

In addition to the written executive director's report, Amy Reisch presented the new logo for the 20<sup>th</sup> anniversary of the passage of Proposition 10 of 1998, which created the First 5 system. It will be used at the First 5 Association's "Advocacy Day" at the State Capitol on May 2<sup>nd</sup>. (Commissioners are welcome; and anyone who would like to attend should contact Michelle Fadelli at 415-257-8555 or email [Michelle@First5Marin.org](mailto:Michelle@First5Marin.org).)

Amy also reported that First 5 Marin's work continues with the Marin Community Foundation, as presented by Shirin Vikharia at the last commission meeting. We are working with Kari Beuerman at Marin County Health and Human Services regarding changes to "public charge" and there is an organizational meeting scheduled on Friday, April 27<sup>th</sup> (for HHS and community partners). Work groups are being formed; they will be working on internal messaging and community outreach. The training session with the Immigration Legal Resource Center will be held next month.

Amy also reported that work continues on the "Help Me Grow" program in Marin (to create a comprehensive system of developmental and other early childhood related screening, assessment, treatment, and family education and support.) The leadership team met on Monday to establish parameters and work groups for the design and implementation of Help Me Grow Marin.

## VI. COMMISSION DISCUSSION

- **Draft Budget for Fiscal Year 2018-19** – Executive Director Amy Reisch presented the draft budget for FY18-19. In addition to the reports in commissioner packets, Amy distributed 3<sup>rd</sup> quarter financials (Budget ToActual (estimated) Report as of 3-31-18), a draft Income Statement, and a Statement of Net Position as of 3-31-18. Two documents were in the packet: the DRAFT FY1819 Budget (including Actuals for FY1617, the budget for FY1718, Actuals-to-Date for FY1718) and the "Strategies Funding" chart (which details the funded projects within Partnerships for Change, Grassroots Capacity Building, Public Education, and Public Policy and Advocacy).

**Commissioner Bonfilio**, who serves on the Finance Committee, thanked Amy for the report and complimented the budget memo. He noted that despite the revenue estimates for FY1819, we still have a declining revenue source. The original First 5 commissioners intentionally didn't spend all the money up front, so we would have reserves upon which to draw going forward.

\***Amy** added that the Commission has intentionally budgeted more than expected revenue, with the expectation of drawing down reserves, because the revenues we receive alone would be insufficient to make an impact over time. Cash on hand (i.e. funds in the checking account at the end of the fiscal year) are always drawn first and then investment funds as/or if needed. It is likely that we will draw on our reserves once again in FY1819 next year

**Commissioner Bonfilio** noted that we accumulated reserves early, as the tobacco taxes were collected before the commission was formed and a Strategic Plan was completed. (We are required by statute to fund according to a Strategic Plan developed with input from the community).

**Commissioner Bonfilio** added that the budget is flexible and does allow us to fund an important project mid-year. **Amy** noted the "other activities" listed on the Strategies Funding document is where funding is available for new proposals.

**Commissioner Eisenmann** asked why the “Help Me Grow” project is listed under “Health” and “Capacity Building.” **Amy** explained that there is separate funding for the planning process, in FY1718 (under Capacity Building) and for the project itself in FY1819 (under health).

**Commissioner Rodriguez** asked about funding for “Pickleweed.” **Amy** explained this is funding for a class of three year olds at Pickleweed Preschool in San Rafael; we have been funding this class for (over 14 years).

**Commissioner Leavitt** asked about “Partnerships for Change.” **Amy** explained that all the project funded in this category are detailed on the “Strategies Funding” document; the projects include all the “Summer Bridge” classes and “Aprendiendo Juntos” and the other developmental playgroups.

**Commissioner Bonfilio** mentioned that the budget also includes funding for some technology upgrades—which will include a wall-mounted projector system.

**Commissioner Rodriguez** asked about staffing and whether any changes were anticipated. **Amy** said that we may add a coordinator for the “Help Me Grow” program, but that is reflected in the Help Me Grow budget.

**Commissioner Bonfilio** also noted that the proposed budget includes a 3% COLA for salaries; the county is still undecided, but it is expected to be between 2 and 3%. **Amy** added that healthcare and other insurance increases are still pending and not reflected in the budget. If there are significant increases, they will be brought back to the commission.

**Commissioner Bonfilio** added that the Commission has adopted a fund balance policy, establishing a designated reserve in the event of an unanticipated and significant reduction in revenues (i.e. if our revenues were eliminated, this would allow us to continue to pay our funded partners, staff and any accounts payable left at the time of the elimination). The amount specified at this time is \$750,000 (approximately 6 months of revenue at current levels). a period of time rather than end abruptly).

**Commissioner Rodoni** asked if First 5 Marin uses county counsel. **Amy** said that our legal services are provided by Gary Ragghianti. **Commissioner Bonfilio** noted that First 5 Marin is an independent government agency,

**Commissioner Bonfilio** made a motion to accept the draft budget for Fiscal Year 2018-19 as submitted.

**Motion/Second: Bonfilio/Rodriguez**

**The draft budget for FY1819 was unanimously approved.**

**Commissioner Leavitt** thanked **Commissioner Bonfilio**, saying it was always reassuring to know he had reviewed financial documents with a fine tooth comb.

- **Presentation of First 5 Association Network Concept** – Executive Director **Amy Reisch** presented a summary of the First 5 network.

-The original executive directors at each county commission created the Association. At first, it the Association was focused on establishing itself, increasing membership to include all 58 counties, and finding common ground and common language for the counties to share best practices, lessons learned, and new and promising programmatic efforts. It didn't do much

advocacy—and many counties did not want the Association to be engaged in advocacy at the policy level or in legislative advocacy.. This sentiment changed over the years, particularly with declining revenues.

-First 5 Marin planned for “legacy” and “impact” very early on. We did not want to fund only specific direct services, but wanted to fund systems integration and systems change that would transcend our funding horizon and make have a lasting impact. This meant moving more towards strategies that focused on partnerships, collaboration, innovation, and community capacity building.. In our 2009 Strategic Plan, the Commission completed the gradual shift in approach and developed a “Theory of Action” to complement our Theory of Change and to provide a framework for our new Implementation Strategy (see Executive Summary 2009 Strategic Plan).

-The “Network” is a similar process; it’s a vision of the First 5 Association as a network of children’s advocates.

-The First 5 Association, representing all 58 county commissions, is the largest investor ( after State government) in children ages 0 to 5 in the state.

Amy highlighted the new vision statement from the First 5 Association:

**One day, California’s success will be measured by the well-being of its youngest children.**

Other slides included: First 5 is a significant funder, provides local expertise, has extensive partnerships and represents a voter-approved mandate to focus on the whole child and coordinate all sectors to support children; First 5’s key investment areas are quality early learning, comprehensive health and resilient families.

First 5 is not just about legislation; we are creating systems and policies that support families and kids. (This is something that everyone can get behind.)

Commissioner Bonfilio noted that First 5 Marin was a convener and advocate early on; other counties are just getting on board. Amy added that the Association is a 501(c)(3) and can take positions on policies and legislation (if/when individual counties cannot). She said you can’t care for children without policy work; it takes political and public will.

Commissioner Leavitt thanked Amy for the historical perspective. She added that the Association’s achievements were due in large part to Amy’s contributions; Marin set the example.

Amy added that the vision for Prop.10 (the First 5 initiative) was to bring county departments together with CBO’s (community-based organizations) and the community to develop ways of investing in kids together.

Kari asked about Association staffing. In addition to the executive director, there is a public policy director, health policy and program director (includes oversight of Help Me Grow California) and communications director.

Commissioner Rodoni asked about funding for the Association. Amy explained that the counties pay dues based on size, similar to the revenue distribution. Some large counties voluntarily pay an additional amount more. Additional contributions are made (voluntary)for policy and advocacy work. First 5 Marin currently pays \$5,000 in total.

Commissioner Leavitt said it is helpful to see how we fit into this big picture.

## **VII. FINAL COMMENTS**

Amy suggested that we skip the May meeting, since the draft budget was approved, and we can review the long-range plan and other business at the June meeting.

Amy said she hopes to see everyone at our annual policy breakfast on Friday, May 11<sup>th</sup> at the Embassy Suites Hotel from 8:30 to 10 a.m. Our special guest speakers are: Congressman Jared Huffman and Congresswoman Barbara Lee. (Commissioners may RSVP to [Michelle@First5Marin.org](mailto:Michelle@First5Marin.org).) Please share the invitation!

**VIII. ADJOURNMENT** – Commission chair Dr. Lisa Leavitt adjourned the meeting at 6:41 p.m.

**NEXT SCHEDULED COMMISSION MEETING:**

**Wednesday, JUNE 20, 2018**

5:30 p.m.

First 5 Marin conference room

1050 Northgate, Suite 130, San Rafael, CA

\*\*\* As agreed, we will not hold a meeting in May. \*\*\*

Remaining commission meetings in 2018:

September 19

October 17

November 21

(no meetings in July, August or December)