I. CALL TO ORDER
Kristen Seatavakin, commission chair, called the meeting to order at First 5 Marin at 5:30 p.m.

Commissioners Present:
Kristen Seatavakin – chair
David Bonfilio
Lisa Leavitt MD
Lucia Martel-Dow
Supervisor Dennis Rodoni
Juan Rodriguez

Commissioners Excused:
Gabrielle Auguste – vice chair
Kari Beuerman
Amy Eisenmann

Staff Present:
Michelle Fadelli
Amy Reisch

Community Members Present
Brenda Camarena – Family Coordinator, Venetia Valley K-8 School
Jill Casey - Luminare Group
Balandra Fregoso – Executive Director of Parent Services Project
Susanne Kreuzer, Help Me Grow Marin
Maria Niggle – Marin Promise Partnership

II. MEETING MINUTES

Commissioner Seatavakin asked if there were changes, additions or corrections to the commission minutes for the last meeting on September 18, 2019. Supervisor Rodoni noted that his name was missing from those commissioners in attendance.

Motion/Second: Bonfilio/Rodoni
The minutes of September 18, 2019 were unanimously approved as amended.

III. COMMISSIONER INTRODUCTIONS/COMMENTS

Commissioner Juan Rodriguez, Principal of Venetia Valley School, shared that the Marin Independent Journal recently ran a story on their “I CAN University.” All 60 of those who had participated completed the “A-G requirements” for admission to college.
Commissioner Dave Bonfilio said he was gladly retired but is also a new member of the Marin County Grand Jury. He has served on the commission from the beginning, about 20 years ago (with one term hiatus).

Commissioner Lisa Leavitt, a pediatrician with the Marin Community Clinics, is now also an active member of the Marin Organizing Committee (MOC). She invited everyone to a 10th anniversary celebration for MOC on Sunday, October 27th from 3 to 5 pm at the Civic Center.

Commissioner Kristen Seatavakin, chair of First 5 Marin, works for Marin County Public Health. She’s been serving on the commission for about four years, and also serves on the Marin Child Care Commission.

Commissioner Dennis Rodoni is a member of the Marin County Board of Supervisors. He recently addressed the Marin Human Rights Commission in West Marin about three things directly related to children and families: housing, low-wage jobs and child care.

Commissioner Lucia Martel-Dow is an attorney with Canal Alliance. She recently attended a powerful event with the legal director from the American Civil Liberties Union. She also recently addressed her most challenging audience ever... a group of high school students.

IV. EXECUTIVE DIRECTOR’S REPORT

Executive Director Amy Reisch presented her written report and noted that the “Public Charge” rule did not go into effect on October 15th— at least within the United States. [It did, actually, become effective outside the United States (impacting those who will attempt to enter the country)]. The injunction issued was based on three grounds, including violations of the disabilities act and the Administrative Procedures Act. Also, a White House proposal to make “public charge” a deportable offense is pending.

Amy also reported that the Help Me Grow program is up and growing, and already has clients.

She also noted that staff has submitted the required annual report to First 5 California.

V. COMMISSION DISCUSSION

- Presentation of First 5 Marin’s Annual Audit – Commissioner Bonfilio, representing the Finance Committee, presented the annual audit and explained that it is presented in three parts: financials, internal controls and compliance with state regulations.

  Commissioner Bonfilio noted that this is a “clean audit.”

  He encouraged commissioners to reference pages 19-22 for a discussion of investments and liabilities. (A bound copy of the audit was available at the meeting; additional copies may be requested by calling First 5 Marin at 415-257-8555 or going on to www.first5marin.org.)

Commissioner Bonfilio made a motion to accept the audit as presented.

  Motion/Second: Bonfilio/Rodriguez

  The motion to accept the First 5 Marin annual audit was unanimously approved.

- Executive Search Committee Update – Commissioner Seatavakin reported out on behalf of the Executive Director Search Committee, including Commissioners Auguste, Bonfilio, and Martel-Dow and Amy Reisch and Michelle Fadelli from staff. Kristen reported that the committee reviewed several executive search firms based on referrals; committee members spoke with
potential contractors and interviewed references. In the end, the committee is recommending “Talent Citizen,” a firm recommended by Jara Dean-Coffey.

Commissioner Bonfilio noted that he and Commissioner Martel-Dow had checked references. Talent Citizen was good with the equity discussion, they took a team approach and were very thorough. Their preparation was excellent.

[He had previously noted that their proposal was for a 12-week process. The fee is $40,000 plus $4,000 in expenses/fees.]

*Commissioner Bonfilio also noted that the firm wants to interview staff and commissioners.

Commissioner Seatavakin thanked all those who had participated in the search process.

Commissioner Bonfilio made a motion to hire Talent Citizen as our executive recruiter.

Motion/Second: Bonfilio/Leavitt

The motion to hire Talent Citizen was unanimously approved.

- Proposed Budget Revision – Executive Director Amy Reisch presented the proposed “Budget Adjustment to Fund Executive Search and Transition and Executive Director Salary Adjustment.” Staff and Finance Committee chair made recommendations to reallocate expenditures with a net change to the total expense budget of $7191.

Commissioner Rodoni made a motion to approve the proposed budget revision.

Motion/Second: Rodoni/Bonfilio

The motion to approve the budget revision was unanimously approved.

- Presentation and Request to Expand Aprendiendo Juntos – Executive Director Amy Reisch noted that a previous presentation of the “Aprendiendo Juntos” (AJ, “Learning Together” in English) playgroup program by Parent Services Project (PSP) was very well received. She added that structured playgroups are now defined as “family resource centers” and may qualify for new funding. Amy is working with the County to enable a draw down of “MAA” (Medi-Cal Administrative Activities) funding using our funds as a match. (We also have the intention of securing the same kind of funding for PSP, North Marin Community Services and JFCS (Jewish Family and Children’s Services) programs).

Balandra Fregoso presented a request from PSP for additional funding to expand the AJ playgroup to West Marin. She said that there is already a “baby gym” class at the Dance Palace in Point Reyes. New funding would allow PSP to introduce the structure, programs and goals of AJ with adaptations for the Point Reyes and West Marin communities.

Balandra added that she is also seeking funding from the West Marin Fund, through their equity initiative and is in contact with the Quest Foundation.

The funded position would be part-time to start: 50% time without benefits. If the position went to 51%, it would be eligible to accrue benefits.

Commissioner Bonfilio suggested rounding the request up to $50,000 and moving the position to 51% time in order to provide benefits.

Commissioner Rodriguez asked how much money the commission has to work with. Amy reported that we have about $185,000 in the budget allocated for responding to various emerging needs; this would not have any impact on the bottom line. He asked if this is an
hourly job; Balandra replied that it was salaried. (Estimates were the pay would be about $25 per hour.) There were questions about whether this is a “livable wage.”

Commissioner Rodriguez said that First 5 Marin should be setting a good example and paying a decent wage with benefits.

Commissioner Rodoni suggested raising the grant to $55,000. He noted that the County of Marin recently raised the minimum wage to $15.25 and that this would allow PSP to bring all of the Aprendiendo Juntos staff more in line with County wages.

Commissioner Martel Dow added that Canal Alliance pays $17 per hour for child care (subcontract) providers. She suggested raising the wage for all the PSP playgroups.

Commissioner Rodoni made a motion to approve the funding request from PSP for the Aprendiendo Juntos playgroup program, adjusted to $55,000.

Motion/Second: Rodoni/Bonfilio
The motion to approve the request was unanimously approved as amended.

Presentation of the Draft Annual Evaluation Report – Jill Casey from the Luminare Group presented a written report and slides. She asked commissioners to think about: top accomplishments, why it matters, the “Theory of Action,” and what was learned or affirmed (and how to build on it).

Jill discussed a variety of accomplishments:
- Public Education: MarinKids, the annual policy breakfast, the communications forums, and social media postings
- Policy/Advocacy: Parent Voices, forums and social media
- Grassroots Capacity Building: KSEP pilot program, public charge, healthcare enrollment, Help Me Grow
- Partnership for Change: Early Childhood Mental Health; Triple P; child care quality work with the Marin Child Care Council
- School Readiness: FLAGship, playgroups, Summerbridge, Pickleweed Preschool, ECE program manager/Quality Counts.

Jill noted that when the commission last met with the Luminare Group, Supervisor Rodoni had asked for “dashboard” to track and follow programs and accomplishments. Jill presented drafts of forms to follow: the forums, “flexible response” actions like public charge and the census, media, partnerships and work groups, as well as public policy/advocacy/legislation.

Commissioner Bonfilio asked where these will be kept. Jill said they can be in a Google doc that everyone can access at any time.

Jill also displayed some detailed mapping of attendance at the Marin Communications Forums, with lists for organizations who have attended: all forums (like the County of Marin), half of the forums (San Rafael Schools, MC3, Novato Schools, YMCA, Kaiser, MCOE, MCF, JFCS etc.), and 3 to 5 forums (ACLU, Catholic Charities, Gilead House, Ritter Center, RX Safe Marin, Sierra Club).

Commissioner Bonfilio noted that he has some suggested edits related to his commissioner activities, and he asked for a deadline to submit those. Jill asked for all edits by Wednesday, October 23.
Commissioner Martel-Dow asked how we can get a sense of our investment with all our programs. Amy directed her to the “Funded Strategies Budget.”

VI. ADJOURNMENT – Commission chair Kristen Seatavakin adjourned the meeting at 6:58

NEXT SCHEDULED COMMISSION MEETING:

Wednesday, November 20, 2019 at 5:30
1050 Northgate, Suite 130
San Rafael