



ADVISORY COMMITTEE

Members:

Robert Silva (Chair), Silvia Rodriguez (Vice-Chair), Katie Andrews, Robin Blanks, Emily Bowen, Carolyn Curtis, Jose Goris, Rebecca Gross, Heidi Keiser, Megan Masten, Pooja Mittal, Alexandria Paige, Tony Smith, Ricki Townsend, Cid Van Koersel, Walter Wyniarczuk

MEETING AGENDA

October 8, 2021

2:00-3:30PM

**THIS MEETING IS
HELD VIA
TELECONFERENCE/
WEBINAR DUE TO
COVID 19
RESTRICTIONS**

Join Zoom Meeting:

<https://saccounty-net.zoomgov.com/j/1604609452?pwd=S2FNeFRsZVpCdkV6R1BhTU5ZSXFPQT09>

Meeting ID: 160 460 9452
Passcode: 237313
Call-in: 1 669 254 5252 US

1. Call to Order/Roll Call
2. Welcome & Introductions
3. Public Comments on Off-Agenda Items
4. Approve minutes for August 13, 2021 meeting
5. First 5 Sacramento Executive Director's Report
6. Review Revised Advisory Committee Bylaws
 - Stipend policy
 - SOS Standing Committee
 - Appointment of Alternate Committee Members
7. Review FY21/22 County Budget Feedback Survey Results
8. Meet District 5 Supervisorial Candidate Jaclyn Moreno
9. Member Announcements/Comments
10. Adjourn



ADVISORY COMMITTEE
DRAFT ACTION SUMMARY

Friday, August 13, 2021 - 2:00 PM

Members: Robert Silva (Chair), Silvia Rodriguez (Vice-Chair)
Katie Andrew, Robin Blanks, Emily Bowen, Carolyn Curtis, Jose Goris, Heidi Keiser, Megan Masten Pooja Mittal, Alexxandria Paige, Tony Smith, Ricki Townsend, Cid Van Koersel, Walter Wyniarczuk

Staff: Julie Gallelo, Executive Director
Erin Maurie, Communications and Policy Director

Absent: Robert Silva, Alexxandria Paige

1. Call to Order/Roll Call
ACTION: The Zoom Meeting was called to order at 2:05 PM. A quorum was established.
2. Welcome and Introductions
Rebecca Gross, from a Community Connections Grant, joined the meeting with interest to fill the Neighborhood/Community Groups Seat.
3. Icebreaker
4. Public Comments on Off-Agenda Items
No Comment.
5. Approval of the Draft Action Summary from June 11, 2021
ACTION: Motion to approve from Jose Goris and seconded by Robin Blanks. Abstained: Walter Wyniarczuk. Motion passes.
6. First 5 Sacramento's Executive Director's Report
Julie Gallelo shared the following items:
 - Bi-lingual Book Distribution

- River Cats Partnership
- Home Visiting Coordination Collaborative (HVCC) Update
- Health Outcomes from Positive Experiences (HOPE) Update
- Safe Sleep Baby 2.0
- Office Remodel
- Unequal Birth Public Awareness Campaign Update
- Adverse Childhood Experiences (ACEs) Public Awareness Campaign
- CA 2021-22 State Budget

7. Community Connections Grant (CCG) Recap and Parent Leadership Efforts

Julie Gallelo provided the following report:

- Program highlights and success during the past five years were shown through a four minute video and conveyed the following:
 - Parents are community leaders and motivators
 - How a very small investment went a long way
 - Collaborative partners: CAPC and Lead4Tomorrow
 - Increased motivation for virtual meetings during COVID
- CCG group leaders and other parents were surveyed about their interest in being more involved in advocating for their communities.
- As a result, community voice will be represented at the First 5 Advisory Committee, the Home Visiting Coordination Collaborative, the Sacramento County Prevention Cabinet, among other committees. Community members will also take an active role in REDI efforts, website development, planning for trainings and more.

8. Announcements/Comments
None.

Adjourned: 3:30 p.m.

Respectfully submitted,

Erin Maurie
First 5 Sacramento Commission

**FIRST 5 SACRAMENTO COMMISSION
Advisory Committee Update
October 2021**

HIGHLIGHTS OF LAST COMMISSION MEETING – October 4, 2021

- Approval of Updated 2021-2024 Implementation Plan
- Approval of Community Voice Stipend Policy

UPCOMING COMMISSION MEETING AGENDA- November 1, 2021

- Approval to Continue Virtual Commission and Committee Meetings
- Approval of 2020-21 Financial Audit
- Approval of 2020-21 Annual Report to the Legislature
- Nominate & Appoint Vice-Chaire
- Nominate & Appoint Financial Planning Committee Member
- Approve 2022 Meeting Calendar
- Presentation: Racial Equity Diversity & Inclusion Action Plan

FIRST 5 SACRAMENTO GENERAL UPDATES

Emergency Supply Distribution

First 5 California, in partnership with SupplyBank.org, allocated additional funds to provide emergency supplies to children and families that COVID-19 has negatively and financially impacted. Sacramento County received 33 pallets of diapers, wipes, PPE and cleaning supplies. Child Action, Inc. coordinated the delivery and distribution of 1,126 kits at three events in August reaching child care providers, community agencies and families.

Child Action Inc., has been a remarkable leader ensuring families and providers had emergency supplies during the pandemic. With more than 13 drive through events and drop off service, \$1 million worth of supplies were distributed.

Afghan Refugee Services

In light of the recent surge in Afghan refugees entering Sacramento County, First 5 reached out to the local agencies who provide support services. We are seeking information on how the Commission can best support families with young children during and after their relocation. We are in the process of gathering information on the following to see where First 5 can fill gaps: Percentage of clients who have young children; services offered to the recent refugees with young children; the need for donations such as diapers, wipes and formula, which may soon be provided through First 5 CA. We are also working to coordinate a training for our contractors on Afghan culture and local refugee services and needs.

COVID Response Survey Highlights

In August, Commission staff, working with evaluation consultants ASR, created and distributed a COVID Response Survey to gauge our contractors' reality 18 months after COVID emerged and changed our lives in such a

profound way. A synopsis of the survey is attached to this ED Report. The survey asked each agency to assess where their programs are with virtual, in-person or hybrid service delivery, as well as what they may need from First 5 as we launch the 2021 strategic plan period. This is a follow up survey to the one we administered in March of 2020, when we asked contractors' about their challenges and subsequently made recommendations to the Commission to change how we operate during these unprecedented times.

REDI Update

Following the creation of our REDI Action Plan, a contract with Racial Justice Advocates (RJA) was recently executed to conduct an internal-facing survey to be completed by Commissioners, Advisory Committee members and staff this fall. After assessing our status, it will be followed by an external survey of funded partners this winter. Information gleaned will help flesh out specific activities of the REDI Action Plan. First 5 is also in the process of creating a REDI Task Force, including staff, community members, and Advisory Committee member and a Commissioner, in addition to our partners at RJA. Finally, the First 5 Association has launched a two-year REDI Learning and Action Initiative to bring local Commission staff and Commissioners along on our journey toward equity. An attachment to this report details the technical assistance and training opportunities provided by the Association's consultants. First 5 Sacramento staff are participating in all three levels of TA being offered.

Office Remodel

Due to a delay of inventory on remodeling supplies, the office renovation is still underway. It is coming along nicely and we anticipate moving back in by mid-October. A great addition to the conference room (in addition to windows!) is a state-of-the-art AV system. Staff are researching systems with the ability to offer a hybrid meeting via Zoom and in-person for our various committees and community meetings. In October, staff will start a hybrid work schedule, working both from home and in the office. At that time, we will implement the County's new safety standards for County employees returning to work.

STATE UPDATES

Child Care Provider Reimbursement

The Department of Social Services (CDSS) Child Care and Development Division (CCDD) announced that reimbursement for child care providers will be based on enrollment rather than attendance. This is a huge win for providers to receive reimbursement (like schools), so they will not be docked when a child is absent. Now, families with variable schedules will have more access to child care, who otherwise would not if their child wasn't going to be in attendance five days a week.

California Flavored Tobacco Products Ban Referendum

Proponents of the veto referendum seek to overturn Senate Bill 793, which was signed into law on August 2020. SB 793 was designed to ban the sale of flavored tobacco products and tobacco product flavor enhancers. It is on the November 2022 ballot. The First 5 Association is taking a 'yes' position to the contested legislation to uphold the flavors ban.

BYLAWS FOR THE ADVISORY COMMITTEE OF THE FIRST 5 SACRAMENTO COMMISSION

ARTICLE I - PURPOSE

Section 1: ROLE

The role of the Advisory Committee is to serve as a technical advisory body to the First 5 Sacramento Commission.

ARTICLE II - COMPOSITION, APPOINTMENT, TERMS, DUTIES, and RESPONSIBILITIES

Section 1: COMPOSITION

The number of members constituting the Advisory Committee shall be at least twelve and no more than twenty (12-20). Members shall be residents of, or employed in, Sacramento County at the time of appointment.

The membership of the Advisory Committee shall include (1) one representative identified by each of the Human Services Coordinating Council's Member Advisory Boards, including the Public Health Advisory Board, Children's Coalition, Alcohol and Drug Advisory Board, Mental Health Board, Disability Advisory Committee, Adult and Aging Commission; (2) one representative identified by the Human Services Coordinating Council; and (3) the remaining members shall be community representatives with the following types of interest/expertise: (a) interest/expertise in the priorities identified in the Commission's Strategic Plan and/or (b) interest/expertise that fit the broader mission and goals of the Commission (including, but not limited to, education, child care, parent, grandparent, community/neighborhood, domestic violence, dental, medical society/providers, immigrant population, pre-school/co-op, parks and recreation, faith community, teen parents, foster care, lactation consultant and special needs.) An effort will be made to have representation from each supervisorial district.

Section 2 - APPOINTMENT

All appointments to the Advisory Committee shall be approved by the First 5 Sacramento Commission. Community representatives shall be identified by an ad hoc Nominating Committee composed of members of the Advisory Committee. (Member Advisory Board representatives shall be identified by their respective boards.) Each member of the Advisory Committee shall serve at the pleasure of the Commission and may be removed during the member's term at the will of the Commission.

Section 3: TERMS

The term of office for each member of the Advisory Committee shall be two years. No member shall serve more than three consecutive terms. A member who has served three consecutive terms can be considered for appointment again after a waiting period of two years, the equivalent of one term.

Section 4: DUTIES and RESPONSIBILITIES

The Advisory Committee shall be responsible for 1) providing ongoing advice, support and assistance to the Commission, 2) providing input into development of the strategic plan, 3) monitoring and updating the strategic plan annually, 3) participating in the Request For Proposal process as required by the Commission.

Section 5 - COMPENSATION and REIMBURSEMENT

Members of the Advisory Committee shall serve without compensation, but may receive reimbursement for specified costs for attending each regularly scheduled Advisory Committee meeting that is subject to the Brown Act. Total reimbursements for a member shall be made in compliance with the Commission's Stipend Policy. Stipend payments may be used to support member participation in whatever way is deemed necessary in order to participate in Committee activities (i.e., child care, transportation, technology, etc.). Requests for reimbursement will be made to the Commission staff and will comply with Commission policy.

ARTICLE III - CONFLICT OF INTEREST

Section 1: FINANCIAL REPORTING REQUIREMENTS

Members of the Advisory Committee shall be subject to the financial reporting requirements of the Political Reform Act and shall make the same level of reporting as required of Members of the Board of Supervisors.

Section 2: DEFINITION

An Advisory Committee member is deemed to have a conflict of interest when he/she, or a relative or business associate, has one or more of the following relationships existing with a program or competing program under consideration:

- (a) Ownership of financial interest;
- (b) Director, trustee or officer;
- (c) Employee;
- (d) Provider of goods or services, including contracts with the First 5 Sacramento Commission; and/or
- (e) Material or other substantial interest which may prohibit objective decision.

In addition to specific relationships to a program under consideration, members may find themselves in conflict when discussing other matters.

Section 3: WRITTEN DISCLOSURE REQUIREMENTS

Members shall give an initial written disclosure to the full Advisory Committee of any conflict of interest as defined in Section 2, and thereafter, annually, the first month of the calendar year.

Members having a conflict of interest that occurs or is discovered subsequent to submission of any such written disclosure shall amend their disclosure in writing to the full Advisory Committee.

Written disclosures forms discussed here shall be distributed to each member of the Advisory Committee by the staff.

Section 4: PROCEDURAL REQUIREMENTS

Members having a conflict of interest on a specific issue before the Advisory Committee shall disclose the conflict before discussion of the issue in question, or as soon as the conflict becomes apparent, shall act ethically in the discussion of that issue or agenda item, and in cases when action is being taken, shall abstain from voting on said issue.

Section 5: RECORDING DISCLOSURES & ABSTENTIONS

Minutes of the Advisory Committee meetings shall include any disclosure of a conflict of interest and abstentions from voting due to a conflict of interest on said issue or any specific issue.

ARTICLE IV - CHAIRPERSON AND VICE-CHAIRPERSON

The Chairperson and Vice-Chairperson shall be elected by the Advisory Committee.

- 1.1 CHAIRPERSON shall preside at all meetings, maintain order, call special meetings as needed, appoint committees, serve as a voting member of the First 5 Sacramento Commission Evaluation Sub-Committee (please see Vice-Chairperson role for stipulation) and generally represent the Advisory Committee. The Chairperson shall be elected annually and may serve two successive terms without interruption. The term of office is to begin the first meeting of the calendar year.
- 1.2 VICE-CHAIRPERSON shall conduct meetings or act as spokesperson in the absence of the chair. The vice-chairperson may serve as the voting member of the First 5 Sacramento Commission Evaluation Sub-Committee in place of the Chairperson. The vice-chairperson shall be elected annually and may serve two successive terms without interruption. The term of office is to begin the first meeting of the calendar year.

ARTICLE V - MEETINGS

Section 1: GENERAL

- 1.1 Written public notices of all public meetings will be given at least three working days prior to the day of the meeting. Written notices will consist of the agenda and include date, time and place of the meeting, locations of posting (NRS 241.020), and items that are scheduled for action by the Advisory Committee.
- 1.2 Information regarding the issues to be addressed at a meeting shall be mailed to each Advisory Committee member approximately five (5) days prior to the scheduled meeting date. All items proposed for action at a Council meeting must be specified in the written notice, and background materials must be received by members at least three days prior to the meeting. The only exception shall be items with which members are familiar, in which case conceptual approval may be granted. In such situation, the completed item (report, plan, request) shall also be placed on a future agenda for Council approval.
- 1.3 Except as otherwise provided herein, Robert's Rules of Order as amended, shall be used as guidelines when a question or controversy arises.

Section 2: OPEN MEETINGS

All Advisory Committee meetings shall be held in accordance with the open meeting requirements contained in the provisions of the Government Code commencing with Section 54550.

Section 3: REGULAR MEETINGS

The regular meetings of this Committee shall be held at least bi-monthly, at a consistent hour, day and place as determined by the Committee. Meetings outside this location may be held to accommodate special activities or events.

Section 4: CANCELLATION OF MEETINGS

- 4.1 The Chair, in consultation with Staff, may cancel any meeting for which a quorum is not expected or does not appear. Any business on any agenda for a cancelled meeting shall be conducted during the next regular meeting unless otherwise specified.
- 4.2 The Chair, in consultation with the Advisory Committee may cancel regular meetings. The Advisory Committee may schedule a series of cancellations during a particular period or periods of the year for the purpose of promoting improvement in the efficient conduct of business of the Advisory Committee.

Section 5: SPECIAL MEETINGS

Special meetings of the Advisory Committee may be called in the manner provided for in Government Code Section 54956 or 54956.5.

Section 6: ADJOURNED MEETINGS and CONTINUED ITEMS

Any meeting may be adjourned to a specific place, date and time by a majority of the members present. Any item that appears on an agenda posted pursuant to the Brown Act may be continued to another place, date and time by a majority of the members present.

Section 7: QUORUM

The presence in person of a majority of the active membership shall constitute a quorum. All matters submitted for determination shall be decided by a majority of those voting.

Section 8: VOTING

- 8.1 An affirmative vote by a majority of the members present is required to approve all matters.
- 8.2 The Chairperson shall not be a voting member, except to break a tie vote.
- 8.3 The Chairperson may elect to break a tie vote or carry the issue over for reconsideration of the matter at the next scheduled meeting.
- 8.4 An abstention shall be a non-considered vote, one that is neither considered to be in favor or opposition to the motion on which the vote is taken.

Section 9: COMMITTEE OF THE WHOLE

In the event that there is no quorum for a regularly scheduled meeting, members may elect to conduct business as a committee of the whole. Any decisions must be approved at the next regular meeting at which a quorum is present.

Section 10: ABSENTEEISM

Advisory Committee members who have three (3) unexcused absences or six (6) excused absences in a year will be automatically removed from the Committee. An absence from a meeting may be considered excused if a Committee member contacts staff prior to the meeting and informs them of their inability to attend.

ARTICLE VI - COMMITTEES

Section 1: FIRST 5 SACRAMENTO COMMISSION EVALUATION COMMITTEE

Two members of the Advisory Committee shall serve as voting members of the First 5 Sacramento Commission Evaluation Committee. Two members of the Advisory Committee may be appointed as Alternates to the voting members. The Alternate members may participate in all Evaluation Committee meetings, but may only vote in the absence of the Voting member. Voting and Alternate members of the Advisory Committee will be appointed by the Chair.

Section 2: FIRST 5 SACRAMENTO COMMISSION FINANCIAL PLANNING COMMITTEE

Two members of the Advisory Committee shall serve as voting members of the First 5 Sacramento Commission Financial Planning Committee. Two members of the Advisory Committee may be appointed as Alternates to the voting members. The Alternate members may participate in all Financial Planning Committee meetings, but may only vote in the absence of the Voting member. Voting and Alternate members of the Advisory Committee will be appointed by the Chair.

Section 3: FIRST 5 SACRAMENTO COMMISSION SYSTEMS OPTIMIZATION AND SUSTAINABILITY COMMITTEE

Two members of the Advisory Committee shall serve as voting members of the First 5 Sacramento Systems Optimization and Sustainability (SOS) Committee. Two members of the Advisory Committee will be appointed by the Chair. Two members of the Advisory Committee may be appointed as Alternates to the voting members. The Alternate members may participate in all Systems Optimization and Sustainability Committee meetings, but may only vote in the absence of the voting member. Voting and Alternate members of the Advisory Committee will be appointed by the Chair.

Section 4: STANDING COMMITTEES

Standing committees may be established by formal action of the Advisory Committee to perform certain ongoing duties that provide a basis for purposeful action and accountability in Advisory Committee operations. Membership of a standing committee may include Advisory Committee members and non-Advisory Committee members. Standing Committee members are expected to

adhere to the same attendance requirements as outlined in these bylaws and are expected to fully participate in the work of the committee.

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ARTICLE VII - AMENDMENT OF BYLAWS

The Bylaws may be modified by a majority vote of the Advisory Committee. Amendments to the Bylaws shall be presented at one monthly meeting and voted upon at the following monthly meeting. Any meeting conducted to modify the Bylaws will be publicly noted according to the Brown Act.

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Two members of the Advisory Committee shall serve as voting members of the First 5 Sacramento Commission Financial Planning Committee. Two members of the Advisory Committee may be appointed as Alternates to the voting members. The Alternate members may participate in all Financial Planning Committee meetings, but may only vote in the absence of the Voting member. Two Voting and Alternate members of the Advisory Committee will be appointed by the Chair.

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ARTICLE VII - AMENDMENT OF BYLAWS

The Bylaws may be modified by a majority vote of the Advisory Committee. Amendments to the Bylaws shall be presented at one monthly meeting and voted upon at the following monthly meeting. Any meeting conducted to modify the Bylaws will be publicly noted according to the Brown Act.

Advisory Committee Responses to FY22/23 County Budget Priorities

September 2021

1st Priority: Health & Human Services, including:

- Increased capacity in Public Health
- More prevention based family support services
- Increased awareness and access to maternal and child health care services along with cultural supports to help parents reduce stress and meet challenges caused by the pandemic
- Alternative emergency response to mental health issues
- Mental Health services for children and youth
- More mental health beds and behavioral therapists
- Recruitment of a more diverse nature and retention of CPS social workers
- Foster youth placement and parent support services with check-ins especially for hard to place youths and increase vocational and college readiness
- Additional foster care and emergency response units in Child Protective Services
- Homeless encampment initiative

2nd Priority: Public Safety and Justice, including:

- Pre-trial programs for Probation and Public Defender to support alternatives to incarceration
- Evaluating Sheriff Dept budget and making adjustments as needed
- Body-worn cameras for Sheriff's Deputies
- Conflict Criminal Defenders
- Enhanced correctional staffing to meet obligations of Mays Consent Decree

3rd Priority: Parks and Recreation, including:

- Increased funding for children's programming at the libraries

4th Priority: Land Use, Development and Transportation

- Substantial investment in County road maintenance

5th Priority: Civic Services

- Affordable and easily accessible child care