

1. Call to order

Commissioner Merz called the meeting to order at 4:50 pm.

2. Roll Call

Present: Lynn Merz, Aline Armstrong, Linda Asato, Zea Malawa, Maria Su, and Theresa Zighera

Absent: E'leva Hughes Gibson and Joan Miller

Agenda item 13 and 12 have been moved up to under agenda item 8.

3. General public comment

There was no general public comment.

4. Approval of the Consent Calendar

- a. Discussion and possible action to approve the December 4, 2019 meeting minutes
- b. Discussion and possible action to approve a contract of up to \$100,000 with Clarity Social Research Group to complete a regional process evaluation on Practice-Based Coaching between March 01, 2020, and March 30, 2021.
- c. Authorization to enter into contract with named agencies up to the amounts listed below and contingent upon availability of funds for fy20-21 and fy21-22 in order to implement the core essential services of the initiative and mini-grant programs.

Agency	Program	Base FRC 2020-21	Base FRC 2021-22	Contingencies 2 Yr Extension	2 Year Total
Gum Moon Residence Hall	Chinatown & Area	293,488	293,488	68,177	655,153
Wu Yee Children's Services	Chinatown & Area	323,306	323,306	51,751	698,363
APA Family Support Services	Chinatown & Area	578,852	578,852	73,664	1,231,368
Gum Moon Residence Hall	Richmond	290,963	290,963	54,624	636,550
South of Market Child Care	South of Market	465,069	465,069	54,172	984,310
Glide Foundation	Tenderloin	381,558	381,558	54,331	817,447
Good Samaritan FRC	Mission	462,038	462,038	84,578	1,008,654
Instituto Familiar de la Raza	Mission	825,278	825,278	104,086	1,754,642
Urban Services YMCA	Potrero Hill	578,852	578,852	66,677	1,224,381
Urban Services YMCA	Western Addition	578,852	578,852	66,677	1,224,381
Urban Services YMCA	OMI	751,205	751,205	83,595	1,586,005
Portola Family Connections	Excelsior	491,759	491,759	61,379	1,044,897

Portola Family Connections	Portola	575,464	575,464	62,518	1,213,446
APA Family Support Services	Visitacion Valley	877,493	877,493	107,538	1,862,524
Bayview YMCA	Bayview Hunter's Point	919,707	919,707	97,623	1,937,037
Edgewood Center	Bayview Hunter's Point	603,569	603,569	66,595	1,273,733
Safe & Sound	Sunset Beacon	351,330	351,330	67,397	770,057
Mission Neighborhood Centers	Bayview Hunter's Point	500,000	500,000	43,051	1,043,051
Our Family Coalition	Population LGBTQ	340,048	340,048	44,717	724,813
APA Family Support Services	Population Immigrant Families	625,143	625,143	94,239	1,344,525
Instituto Familiar de la Raza	Population Immigrant Families	527,937	527,937	64,768	1,120,642
Compass Community Services	Population Homeless/Underhoused	349,579	349,579	45,438	744,596
Homeless Prenatal Program	Population Homeless/Underhoused	577,179	577,179	66,822	1,221,180
Felton Institute	Population Teen Parents	348,634	348,634	47,960	745,228
Safe & Sound	Population Exposed to Violence	743,662	743,662	76,445	1,563,769
Support for Families	Population Children with Special Needs	460,841	460,841	53,851	975,533
		13,821,806	13,821,806	1,762,673	29,406,285

- d. Authorization to enter into contract with named agencies up to the amounts listed below for fy20-21 and fy21-22, should these funds be re-allocated and available for named project by partner city departments for the fiscal year.

Agency	Project	Adbks/PassT Contingencies 2 Year Total
APA Family Support Services	Safecare Homevisiting	101,326
Gum Moon Residence Hall	Enhanced Parent Wellness	100,000
Instituto Familiar de la Raza	Bernal/Alemanya Housing	123,600
APA Family Support Services	Mental Health (Vis Valley/Chinatown)	200,000
Safe & Sound	Case Management Sunset	412,000
Mission Neighborhood Centers	Family Support Spanish Speakers in BVHP	400,000
APA Family Support Services	Stressline	165,706
Instituto Familiar de la Raza	Excelsior Service Site	154,500
Safe & Sound	Domestic Violence Support	500,000
		2,157,132

Contracts were discussed at the Fiscal Committee. Below is a list:

- Clarity Social is for the IMPACT Regional Hubs program evaluation. Types of different models were discussed. Commissioners recommended that parents be included in the focus groups.
- The Family Resource Centers are all in good standing, there are no performance concerns, and no compliance issues. Joint funders have confirmed their funding. Commissioners were updated that African American engagement are embedded in the performance measure targets and on track. The amounts are all an “up to” amount which includes a cost of doing business (CODB) and a pool for innovation.

A motion to approve the consent calendar was made by Commissioner Malawa and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 4:57 pm.

There was no public comment.

5. Presentation of the 2020-21 and 2021-22 two-year budget of First 5 San Francisco

First 5 San Francisco’s 2020-21 two-year rolling budget was presented to the Fiscal Committee in February. Below are highlights from the budget:

- Total budget is \$33.96 million.
- Projected \$1.8 million increase in grant funding based only on estimates from the state.
- Includes the use of \$2.9 million from the preservation fund where some of the funds will be used to backfill vacant positions.
- Child Health includes a placeholder for new projects and programs.

The following were discussed:

- There has been no confirmation of relocating the First 5 office as of date, but rent may not change the first year due to one-time moving expenses.
- Prop 10 grant revenue projections from the state are not guaranteed, and many of the new grants are for planning.
- Contingencies have been built in for Child Health for a ramp up of new programs.

There was no public comment.

6. Discussion and possible action to approve all rows of the 2020-21 and 2021-22 budget except for row 29 (DCYF IT Helpdesk Support), row 64 (DPH Parent Training Institute), row 76 (DPH Health Screening), row 79 (DPH Mental Health Consultation)

There was no further discussion and a motion to approve all rows of the 2020-21 and 2021-22 budget except for row 29 (DCYF IT Helpdesk Support), row 64 (DPH Parent Training Institute), row 76 (DPH Health Screening), row 79 (DPH Mental Health Consultation) was made by Commissioner Su and seconded by Commissioner Malawa.

The motion carried unanimously and was approved at 5:05 pm.

There was no public comment.

7. Discussion and possible action to approve row 29 (DCYF IT Helpdesk Support) of the 2020-21 and 2021-22 budget

This item was tabled due to no quorum.

8. Discussion and possible action to approve row 64 (DPH Parent Training Institute), row 76 (DPH Health Screening), row 79 (DPH Mental Health Consultation) of the 2020-21 and 2021-22 budget

This item was tabled due to no quorum.

9. First 5 San Francisco and Office of Early Care and Education Alignment Planning Update

First 5 San Francisco and the Office of Early Care and Education (OECE) updated the Commissioners on the alignment planning work. Below are some highlights:

- This is a configuration of three organizations (First 5, OECE, and HSA).
- HSA provides the back-office support to OECE.
- OECE is a public funder but is not part of a system where it can easily evaluate and administer meaningful programs.
- The alignment work came about from a request to improve the system and make it better for the children and families of San Francisco.
- First 5 and OECE have been working on stabilization of both organizations, building relationships, and exploring legal parameters.
- There will always be a need for some separation for both organizations.

The following were discussed:

- A possible need for back-end support.
- External audit requirements.
- Co-location of both departments.
- Governance of both departments.
- Joint vision, mission statement, and strategic plan.

A motion to update this agenda item into an action that authorizes the staff to continue to explore the proposed integration work around overlap or separate operations, other First 5 county models, and possibility of shared governance was made by Commissioner Merz and seconded by Commissioner Su.

The motion carried unanimously and was approved at 6:00 pm.

A motion to accept the proposed alignment model was made by Commissioner Malawa and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 6:01 pm.

There was no public comment.

10. Discussion and possible action for staff to enter into negotiations with Support for Families on a Commission approved extension plan for the Help Me Grow Early Care and Education contract

Staff and Support for Families of Children with Disabilities presented the Help Me Grow Early Care and Education program. For the last two years, the scope of work addressed the following areas: screening, engagement, coordinated response, and early intervention service connection. There were two main concerns around the scope of work. One was whether clinical social work the right navigation support for families. The other was around racial equity and the ability of the staff to serve the communities of San Francisco.

Below is a summary of the presentation:

- Clinical social work was not right for families so a care coordination team was established.
- Adjusted the data being collected to include race and ethnicity.
- Performance measures around current service areas.
- Impact on ECE developmental screening.
- The racial equity performance measures that were developed.

The following were discussed:

- Program Committee asked what the actual number of children served rather than a percentage.
- Data is only at mid-year and is only a proportional representation.
- The number of African American children served.
- Setting more meaningful targets.
- Staff outreach, hiring, and training.
- Health and developmental screenings with nurses.
- Diversity of Support for Families Board of Directors.
- Possible revision on the scope of work.
- The work of the staff of Support for Families of Children with Disabilities.
- The Commissions oversight and monitoring of the contract.

The follow are three options presented to the Commission:

- a. Extend the contract for six months from July 1, 2020 to December 31, 2020 with continued monitoring of revised equity performance measures and a revised scope of work and budget for a six-month ramp-down.
- b. Extend the contract for twelve months from July 1, 2020 to June 30, 2021 with continued monitoring of revised equity performance measures and a revised scope work and budget for a twelve-month ramp-down.
- c. Extend the contract for twelve months from July 1, 2020 to June 30, 2021 with current scope of work and budget, with an option to renew through June 30, 2022; funding conditional upon continued achievement of Commission approved equity performance measures and accompanying corrective action plan.

A motion to approve the staff be able to enter into negotiations with Support for Families on the above referenced option C for the Help Me Grow Early Care and Education contract was made by Commissioner Asato and seconded by Commissioner Su.

The motion carried unanimously was approved at 7:26 pm.

Public comment regarding the Help Me Grow team and program was provided by the staff of Support for Families of Children with Disabilities.

11. Discussion and possible action to approve the Conflict of Interest Policy and the Conflict of Interest Monitoring Process

Staff presented the revised Conflict of Interest policy and the new Conflict of Interest monitoring process. The revised policy was in response to a 2018-19 audit finding.

There was no further discussion and a motion to approve the Conflict of Interest Policy and the Conflict of Interest Monitoring Process was made by Commissioner Malawa and seconded by Commissioner Su.

The motion carried unanimously and was approved at 7:30 pm.

There was no public comment.

12. Discussion and possible action to approve the Commission Attendance Policy

Staff presented the new Commission Attendance Policy. The policy was developed in response to a 2018-19 audit finding.

Commissioners recommended the following:

- Revising requirement #3 to say “will require a discussion with the Commission Chair and/or the Executive Director” instead of “removal from the Commission may be considered.”

A motion to approve the Commission Attendance Policy with the above referenced amendment was made by Commissioner Malawa and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 7:39 pm.

There was no public comment.

13. Discussion and possible action to approve the Commission Approval Limits and Consent Calendar Policy

This item was tabled.

14. Committee Reports

There were no Committee reports.

15. Commissioner Updates

There were no Commissioner updates.

16. Interim Executive Director Update

The Interim Executive Director provided a handout to Commissioners.

There was no public comment.

17. Chairwoman's Report

There was no Chairwoman report.

18. Adjourn

Meeting was adjourned at 7:39 pm.