

I. Roll Call

Commissioner Merz called the meeting to order at 2:37 pm.

Present: Lynn Merz, Maria Su, Linda Asato and Ingrid Mezquita

II. General Public Comment

There was no general public comment.

III. Discussion and possible action to approve the April 26, 2017 and May 24, 2017 Fiscal Committee meeting minutes

The following were discussed:

- There was a typo in the May minutes under Roll Call.

A motion to approve the April 26, 2017 and May 24, 2017 minutes with the small correction in May was made by Commissioner Asato and seconded by Commissioner Su.

The motion carried unanimously and was approved at 2:39 pm.

There was no public comment.

IV. Discussion and possible action to increase the Family Resource Center approved budget from \$12,672,048 to \$13,876,248

Staff presented the Family Resource Center (FRC) initiative grants. There is a budget increase of \$1,204,200 from the prior year setting the total budget for the 2017-18 FRC initiative at \$13,876,248. Fiscal year 2017-18 is the start of a new funding cycle.

The following were presented:

- The Request for Proposal (RFP) process including the number of applicants and awards.
- The service framework.
- FRC activities and participation.
- Partner with the Human Services Agency (HSA) to enhance and track Differential Response activities.
- Capacity building and case management around supports for families with newborns.
- Additional training and technical assistance.

The following were discussed:

- Additional funds that were not included in the original Commission approved budget.
- Clarification on the number of parents participating in Differential Response (DR) and process of referrals/intake.
- Eligibility of parents to receive services from FRCs.
- Work with other state funded services on ensuring continuity of services.
- Possibility of other City addback funds not included in this revised budget.

A motion to approve a 2017-18 Family Resource Center initiative budget of \$13,876,248 with the caveat that an adjustment may be needed in the future was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 3:11 pm.

This item will be placed as an agenda item at the next full Commission meeting.

There was no public comment.

V. Discussion and possible action to approve recommended Family Resource Center Initiative grants for the period starting July 1, 2017 – June 30, 2020 extendable for up to two years

a) An amount for family resource center initiative activities to the listed agencies up to the total amount listed for the agency (see agenda).

b) An amount for pass through projects funded by other departments to the listed agencies for the described activities (see agenda).

c) An amount up to \$150,000 per year or \$450,000 for three years to support Parent ACTION and early literacy activities to be awarded among the listed agencies pending future application processes.

d) An amount for a 3% contingency each year or \$404,200 for fy17/18, \$416,326 for fy18/19 and \$428,816 for fy19/20 for family resource center agencies for costs not anticipated at the beginning of the fiscal year, usually cost of doing business.

This agenda item is a detailed list of the possible awards to be granted for the Family Resource Center (FRC) initiative that was presented in agenda item IV.

There was no further discussion and a motion to approve the list of grantees for the Family Resource Center Initiative from July 1, 2017 through June 30, 2020 was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 3:13 pm.

This item will be placed as an agenda item at the next full Commission meeting.

There was no public comment.

VI. Discussion and possible action to approve an extension grant of up to \$447,000 to Support for Families of Children with Disabilities for continuation of Inclusion Access and Help Me Grow services, for a period of one year from July 1, 2017 through June 30, 2018.

This is a one-year grant extension for the Inclusion Access program administered by Support for Families of Children with Disabilities. This extension will allow staff a year to plan for the Child Health strategy.

The following was discussed:

- Clarification on the shift from providers to the child.

A motion to approve a grant extension of up to \$447,000 to Support for Families of Children with Disabilities for continuation of Inclusion Access and Help Me Grow services from July 1, 2017 through June 30, 2018 was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 3:23 pm.

This item will be placed as a consent calendar item at the next full Commission meeting.

There was no public comment.

VII. Discussion and possible action to approve an extension grant of up to \$1,244,169 to the WestEd Center for Child and Family Studies for the provision of Quality Rating and Improvement System (QRIS) assessment and training services to early care and education providers in San Francisco and capacity building activities for the Bay Area QRIS Region, renewable annually through June 30, 2020.

Staff presented the grant to WestEd for the QRIS assessment and training services to early care and education providers.

The following were presented:

- There are two parts to this grant: local and regional activities.
- A sampling of sites will be monitored or assessed.
- A plan to anchor sites to the assessments and support services.
- Requirement of bilingual services.

The following were discussed:

- The work is proportional to the costs.
- Clarification of on funding sources for both local and regional supports.
- WestEd has assumed the lead on the assessment process.
- WestEd is not allowed to conduct assessments and coach in the same county, but training (dissemination of information) is allowed.

A motion to approve a grant of up to \$1,244,169 to WestEd for the provision of Quality Rating and Improvement System (QRIS) assessments and training services to early care and education providers, locally and regionally, from July 1, 2017 through June 30, 2020 was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 3:34 pm.

This item will be placed as an agenda item at the next full Commission meeting.

There was no public comment.

VIII. Discussion and possible action to approve a grant up to \$257,517 to Support for Families of Children with Disabilities for the provision of the Quality Rating and Improvement System (QRIS) training and technical assistance services for early educators participating in the Early Learning Scholarship and Preschool for All initiatives. This grant is funded for up to \$257,517 in FY2017-18 and renewable annually through June 30, 2020, pending availability of funding and grantee performance.

Staff presented the grant to Support for Families of Children with Disabilities for the Quality Rating and Improvement System (QRIS) training and technical assistance services.

The following were presented:

- A Request for Qualification (RFQ) was released and Support for Families was the only applicant qualified to provide these services.
- This is for an in-depth cohort training that is all-inclusive.

A motion to approve a grant of up to \$257,517 to Support for Families of Children with Disabilities for the provision of QRIS training and technical assistance services from July 1, 2017 through June 30, 2020 was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 3:36 pm.

This item will be placed as a consent calendar agenda item at the next full Commission meeting.

There was no public comment.

IX. Discussion and possible action to approve a grant amendment of up to \$667,274 to Support for Families of Children with Disabilities for the provision of coaching and technical assistance services for early educators participating in the Early Learning Scholarship and Preschool for All Initiative, for a period of one year, July 1, 2017 through June 30, 2018.

Staff presented the one-year grant extension to Support for Families of Children with Disabilities for the coaching and technical assistance services.

The following were presented:

- This maintains continuing coaching services to the early child care community.
- The focus of services will include being more accountable to children.

The following were discussed:

- Clarification on the agency submitting a proposal.
- Discussion with the agency on the shifts in the expanding system.
- Clarification on the term of the grant.
- This grant will be part of the planning process for the Child Health strategy.
- Concerns and clarification regarding the scope of work for only one year.

A motion to approve a grant extension of up to \$667,274 to Support for Families of Children with Disabilities for the provision of coaching and technical assistance from July 1, 2017 through June 30, 2018 was made by Commissioner Su and seconded by Commissioner Merz.

The motion carried unanimously and Asato approved at 3:58 pm.

This item will be placed as a consent calendar agenda item at the next full Commission meeting.

There was no public comment.

X. Discussion and possible action to approve a contract of up to \$225,000 with VIVA Strategy + Communications for communications and website support for the period July 1, 2017 through June 30, 2020.

Staff presented the contract to VIVA to provide communications and website support.

The following was discussed:

- Majority of funds will go towards website support and publications.

A motion to approve a contract of up to \$225,000 to VIVA Strategy + Communications for communications and website support from July 1, 2017 through June 30, 2020 was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 4:04 pm.

This item will be placed as a consent calendar agenda item at the next full Commission meeting.

There was no public comment.

XI. Fiscal Committee Update

There was no Fiscal Committee update.

There was no public comment

XII. ADJOURNMENT

Meeting was adjourned at 4:05 pm.