

**I. Roll Call**

Commissioner Merz called the meeting to order at 2:52 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 June 28, 2017 Fiscal Committee meeting minutes.**

The following were discussed:

- There was a typo on page 4 under agenda item IX.

A motion to approve the June 28, 2017 minutes with the correction on page 4 was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 2:54 pm.

There was no public comment.

**IV. Discussion and possible action to approve the following grant agreements and grant augmentations associated with addbacks approved in the 2017-18 budget cycle:**

- a. Grant augmentation of up to \$50,000 to Gum Moon Residence Hall for the period July 1, 2017 – June 30, 2018 making total grant for July 1, 2017 – June 30, 2018 up to \$328,088 and July 1, 2017 – June 30, 2020 up to \$884,263. Grant augmentation funds enhanced family resource center activities in the Richmond neighborhood using addback funding from the Department of Children, Youth and their Families.**
- b. Grant augmentation of up to \$200,000 per year to San Francisco Child Abuse Prevention Center for the period July 1, 2017 – June 30, 2019 making the grant for July 1, 2017 – June 30, 2018 and July 1, 2018 – June 30, 2019 up to \$535,784 and making the total grant for July 1, 2017 – June 30, 2020 up to \$1,407,352. Grant augmentation funds enhanced family resource center activities in the Sunset neighborhood using addback funding from the Department of Children, Youth and their Families.**
- c. Grant agreement of up to \$250,000 per year to San Francisco Child Abuse Prevention Center for the period July 1, 2017 – June 30, 2018. Grant funds support family violence prevention efforts using addback funding from the Department on the Status of Women.**
- d. Grant augmentation of up to \$50,000 to Portola Family Connections for the period July 1, 2017 – June 30, 2018 making total grant for July 1, 2017 – June 30, 2020 up to \$1,700,000. Grant augmentation funds enhanced family resource center activities in the Portola neighborhood using addback funding from the Department of Children, Youth and their Families.**
- e. Grant augmentation of up to \$60,000 to Instituto Familiar de la Raza for the period July 1, 2017 – June 30, 2020 making annual award \$844,183 and the total grant for July 1, 2017 – June 30, 2020 up to \$2,532,430. Grant augmentation funds enhanced family resource center activities in the Mission neighborhood using funding from First 5 San Francisco.**
- f. Grant augmentation of up to \$75,000 per year to Instituto Familiar de la Raza for the period July 1, 2017 – June 30, 2019 making the grant for July 1, 2017 – June 30, 2018 and July 1, 2018 – June 30, 2019 up to \$579,576 and making the total grant for July 1, 2017 – June 30, 2020 up to \$1,663,729. Grant augmentation funds enhanced family resource**

**center activities in the Spanish speaking populations in the Excelsior neighborhood using addback funding from the Department of Children, Youth and their Families.**

Staff presented the six additional grant augmentations or addbacks.

The following was presented:

- All are related to the Family Resource Center (FRC) Initiative.
- Items a, b and d are addbacks that restore funds to an existing FRC contract.
- Item e will restore services to the Alemany neighborhood.
- Item c is a one-time funding to address families impacted by violence.
- Item f is a two-year funding requested by a Supervisor to provide FRC services in the Excelsior neighborhood.

The following was discussed:

- Clarification on what the additional money will fund.
- Clarification and corrections on what neighborhoods will receive services from these additional funds.
- Procurement process and requirements for additional and/or addback funds.

A motion to approve the above referenced grant agreements and grant augmentations associated with addbacks was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 3:06 pm.

The two San Francisco Child Abuse Prevention Center items will be placed as a regular agenda item at the next full Commission meeting. All other items will be on the consent calendar.

There was no public comment.

**V. Discussion and possible action to approve a personal service contract in the amount of \$66,800 to Applied Survey Research for the period July 1, 2017 through December 31, 2018 for school readiness assessment implementation, analysis, and reporting.**

Staff presented the personal service contract for Applied Survey Research (ASR). The funds will be used to support the San Francisco Unified School District's (SFUSD) effort to fully implement the school readiness assessment.

The following was presented:

- There are over 200 participating teachers which covers over 4,000 children.
- This is a test year.
- ASR will compile all the data collected and provide initial feedback to SFUSD.
- SFUSD will provide classroom level feedback.
- ASR will provide citywide and/or district-wide feedback and data linkages.
- A family information survey will not be conducted this year.

The following was discussed:

- History of this assessment project.
- Continuing work with SFUSD regarding early identification.
- The parent information survey was not release due to capacity issues.
- Work with Our Children, Our Family (OCOF) on longitudinal data.
- This is a scaled-down version of the Kindergarten Observation Tool (KOT).
- Timeline of the assessment process.

A motion to approve a personal service contract in the amount of \$66,000 to Applied Survey Research for the period July 1, 2017 through December 31, 2018 for school readiness

assessment implementation, analysis, and reporting was made by Commissioner Asato and seconded by Commissioner Su.

The motion carried unanimously and was approved at 3:25 pm.

There was no public comment.

## **VI. Early Identification System Update**

Staff presented an update on early identification and intervention planning process.

The following are highlights:

- This is a four-step process – define the system; understand the problem; identify levers; and build consensus, cohesion and competence.
- There are three unique systems and challenges – lack of universal screening; inconsistent response to screening results; and lack of service linkages.
- Data was collected and processed in partnership with Joint Venture Health and UC Berkeley.
- Focused on studying the developmental screening system at North East Medical Center (NEMS).
- How the City is doing with the core components of the universal screening system in primary care.
- Where screenings are conducted.
- Difference between having a mandate and a champion.
- Training and support needed citywide.
- The standard tools used are the Ages & Stages Questionnaires, Third Edition (ASQ-3) and the Modified Checklist for Autism in Toddlers-Revised (M-CHAT).
- Concerns around language and supporting automated data collection.
- Importance of onsite responses.
- Next steps include – access to threshold languages by November; upcoming contract with Joint Venture Health; discussion of citywide performance improvement measure/screening mandate; and contracts with Harder & Co.

There was no public comment

## **VII. Fiscal Committee Update**

The following updates were discussed:

- 2016-17 First 5 San Francisco audit.
- Clean up of the department's financial data in the new system.

There was no public comment

## **VIII. ADJOURNMENT**

Meeting was adjourned at 4:16 pm.