



Lynn Merz, Commission Chair
Zea Malawa, Commission Vice Chair
Theresa Zighera, Interim Executive Director

COMMISSIONERS:
Aline Armstrong
Linda Asato
E'leva Hughes Gibson
Supervisor Myrna Melgar
Joan Miller
Maria Su

MEETING MINUTES SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION

DATE: Wednesday, December 1, 2021

TIME: 4:30pm – 6:30pm

PLACE: <https://us06web.zoom.us/j/85951955785>

Zoom Public Access Number: US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 859 5195 5785

Public Comment Email: First5sf@first5sf.org

1. Call to order

The commission meeting was called to order at 4:34 pm

2. Roll call

Commissioners Present: Aline Armstrong, Linda Asato, E'leva Hughes-Gibson, Lynn Merz, Myrna Melgar, and Joan Miller

Staff Present: Theresa Zighera

Commissioners Absent: Zea Malawa, Maria Su

3. Approval of Resolution Making Finding to Allow Teleconference Meetings for San Francisco Children and Families Commission under California Government Code Section 54953 (e) until next 30-day review, having considered the circumstances of the state of emergency and the local officials continue to impose or recommend measures to promote social distancing.

Staff presented information to support the Commission determining the required findings, namely that the Mayor and San Francisco Public Health Officers continue to prohibit San Francisco boards and commissions from meeting in person in consideration of the ongoing state of emergency, and in order to ensure public safety.

There was no further discussion.

A motion to approve findings and allow teleconference meetings for San Francisco Children and Families Commission under California Government Code Section 54953 (e) until next 30 day review, having considered the circumstances of the state of emergency and that local officials continue to impose or recommend measures to promote social distancing, was made by Commissioner Melgar and second by Commissioner Miller.

There was no public comment.

The motion carried unanimously and was approved at 4:38pm.

4. General public comment:

There was no public comment.

5. Approval of the Consent Calendar

Discussion and possible action to approve the November 3, 2021, Full Commission meeting minutes.

There was no further discussion.

A motion to approve November 3, 2021, Commission meeting minutes was made by Commissioner Asato and second by Commissioner Melgar.

There was no public comment.

The motion carried unanimously and was approved at 4:40 pm.

6. Update on San Francisco First 5 San Francisco and Office of Early Care and Education Joint Strategic Planning.

Staff presented an overview of First 5 and Office of Early Care and Education (OECE) Joint Strategic Planning.

Highlights included:

- In addition to Strategic Planning since the last extensive update to Commissioners, the period between June 2021 extending through January 2022 has been focused on planning internal organizational and operational infrastructure, including new staff hires, and implementation of the First 5 and OECE and joint Racial Equity Plan.
- Joint Strategic Planning is currently in the phase of stakeholder engagement and information gathering, with specific focus on parent/caregiver engagement through a series of parent conversations.
- The parent conversations include a cohort design in which 15-25 parents at a time will participate in a series of three conversations and receive a total of \$200 in stipends. There will be four total cohorts representing the following high-priority groups: Black and African American parents; Spanish-speaking parents; Chinese-speaking parents; and a group of mixed ethnicities with discussions in multiple languages.
- Outreach for parent conversations has elicited a response from approximately 800 parents and caregivers; the first Black and African American series has launched with 28 parents initially registered and a continuing core group of 13 participants.
- Input and insights from parents to date has been highly informative and thought-provoking. There is also a longer term plan to be able to share information back with participating parents and support ongoing engagement.
- Four all-staff mini-retreat Strategic Planning meetings and two Strategic Planning Advisory Committee meetings have also been held, as well as a provider Research and Learning Webinar Series on topics relevant to strategic planning issues such as infant/toddler care and workforce compensation; more of these activities to be scheduled in 2022.
- Next steps in the Strategic Planning process include:

- Wrap-up African American parent conversation series;
- Launch of Spanish-speaking parent conversation series and other remaining cohorts;
- Pulse surveys to vet and test themes emerging from information gathering;
- Grantee conversations to build off the grantee survey completed in early 2021;
- Engage broader stakeholders and provider partners through series of Town Hall meetings

Commissioners discussed:

- Importance of availability of childcare for all families that need it, regardless of cost and ability to pay. There is a status quo that childcare is a parent issue, or a woman's issue, when it should be a societal issue. Recommendation to engage and bring to the planning table the business community and major employers who have invested in childcare systems.
- Hope that we will be able to continue the momentum of parent engagement and build parent leadership, leveraging and coordinating with other city-wide efforts in this area, such as Our Children Our Families.

There was no further discussion.

There was no public comment.

7. Update on Organizational Planning for the New Department of Early Childhood

Staff presented an overview of organizational and structural planning for the New Department of Early Childhood (DEC).

Highlights included:

- Organizational planning has gained momentum from September through December, following several new hires during the late summer and early fall.
- DEC senior management and all-staff meetings were launched in October.
- A high-level organizational structure of four divisions (Early Learning; Policy, Strategy & Engagement and Impact; First 5 Center for Child & Family Well-being; and Finance & Operations) has been established to create and further develop teams, staffing plans, core work functions, and clear direction under one division lead.
- This work includes clearly delineating the roles and responsibilities of each team member to understand gaps and support intentional plans for the remaining new staff hires.
- Each team will produce overview of core work functions, staffing plan, budgets and resourcing plan at close of this organizational planning phase to support budget submission for DEC.
- Department of Early Education will officially launch in July 2022, with soft launch in June 2022.

Commissioners discussed:

- Clarification of where First 5 Commission will live and ensuring continuity and visibility per state statute. First 5 focus areas, Prop 10 funds, and external audit will be centralized within the division labeled First 5 Center for Child and Family Well-being.
- Ensuring continuation of the early care and education quality improvement, assessment, and professional development initiatives which have been highly valuable to the field. This work will continue under the Early Learning division.
- Concern funds will be left on the table with new dollars coming available to the school district for Transitional Kindergarten (TK) and possibility that school district may not be ready to roll that out; question as to whether funds can be applied to other parts of early care and education system.
- Clarification that TK funds are intended to focus solely on creating a TK system, and not on other aspects of early care and education system should district not be in a position of readiness. Also, enrollment in that system largely determined by child birth date so shifts role of parental choice and

makes enrollment numbers more predictable. The process happening now with the state, is to support districts in doing pre-planning and ensuring readiness; understanding that TK funding and system expansion, while not in direct support of early care and education, does have implications for the early care and education system as a whole.

- Establishing a TK system is a big lift, particularly in light of teacher credentialing requirements. Expressed hope that we get to the level of alignment and agreement about what children need to be successful, what high quality means, and the importance of educator preparation and compensation.
- Compensation and disparity in teacher salaries will be addressed by a new compensation initiative being developed now by Office of Early Care and Education and First 5 staff, and more broadly within the Department of Early Childhood Strategic Plan.
- Implications of state planning and acknowledgement that changes and decisions at the state level will impact implementation at the local level and have implications for determining our best path forward.
- Planning is taking place with the school district, with a working group recently formed between the school district and staff of the new Department of Early Childhood. Will be an “all-hands-on-deck” approach but organized under the Early Learning Division of DEC. Goal is to maximize and leverage all funding sources and plan together for a single, comprehensive, high-quality early childhood system from infancy through kindergarten that meets the needs of everyone.
- Commissioners acknowledged the hard work of staff and the complexity of what is being undertaken; expressed enthusiasm for what lies ahead and appreciation to staff.

Public comment:

- Amie Latterman, Chief Advancement Officer, Children’s Council of San Francisco: Posed question about which of the DEC team will be focused on doing the coordination with SFUSD and how DEC is planning for that interaction given big shift in the system that will come with the launch of universal pre-K.
- Mona Malan, Director of Provider Services, Children’s Council of San Francisco: Want to encourage thinking about how to get ahead of planning process. The school district is doing much planning and thinking about what it takes to really transition the workforce (years of training, education, qualifications), and we must start now to have it be successful with so many moving pieces by coming together sooner rather than later to really lay out a plan knowing that there are so many changes at the local and state level. There is a lot going on and a lot of opportunity too.

There was no further discussion.

8. Committee Updates:

- a. Fiscal Committee: Fiscal Committee approved proceeding with two Requests for Proposals (RFP’s) one to focus on cross-sector planning and collaboration between family resource centers, early care and education, and pediatric community, and one focused on planning in response to community input recommendations for increased Black and African American engagement in Family Resource Centers. Selected contracts stemming from these RFP’s will come before Full Commission for approval.
- b. Program Committee: No meeting held in November.
- c. Policy and Planning Ad Hoc Committee: No meeting held in November.

9. Commissioner Updates

No Commissioner Updates.

10. Interim Executive Director Update

Reminder to complete the Department of the Status of Woman demographic survey for boards, commissions, and public policy bodies. Informational email will be re-sent.

11. Commission Chair Update

No chair updates

12. Adjourn

The commission meeting was adjourned at 5:49 pm.