

I. Roll Call

Commissioner Merz called the meeting to order at 2:38 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 RFQ for Training & Technical Assistance Services for Quality Improvement Services

Staff presented the RFQ for Training and Technical Assistance for Quality Improvement Services. The purpose of this RFQ is to identify a pool of qualified training entities and consultants for coordination and implementation of training and technical assistance services for three core areas: child development and school readiness; teachers and teaching; and program and environment. There will be \$1.7 million available annually in collaboration with the Office of Early Care and Education (OECE).

The following were discussed:

- Subcontracting of the QRIS Block Grant.
- Clarification of funding sources.
- Include DCYF funds.
- Clarification on how First 5 will use this pre-qualified list.
- Steps after the pre-qualified list is established.
- How other funders can get involved in this process.
- Other related RFPs that have yet to be released (e.g. The Early Learning System funds).
- Review of all the professional development supports.
- Effects of professional development for centers compared to family child care.
- Shifts in the organization of the system.
- Consolidation of the City's technical assistance.
- Other First 5 California and California Department of Education (CDE) grant funding.
- The City's new Early Learning Scholarship mandate that all funded programs reach a Tier 3 qualification in the Quality Rating and Improvement System (QRIS).
- The amount of funds in the RFQ is the total amount available at this date.

A motion to approve the RFQ for Training and Technical Assistance for Quality Improvement Services was made by Commissioner Su and seconded by Commissioner Asato.

The motion carried unanimously and was approved at 3:18 pm.

There was no public comment.

IV. Discussion of preparations for approval of the 2017-18 budget

Staff presented the preparation for the 2017-18 and 2018-19 budget approval process.

The following were discussed:

- Department budgets were due to the City on February 21.
- Amounts entered into the City's system may not match the Commission's final approval.

- The Commission's final approved budget will be the maximum allowed for staff to expend for 2017-18.
- Three years will now be shown (2016-17, 2017-18 and 2018-19).
- Expenditures are now divided by six areas (Administrative/general operations, systems of change, child development, family support, child health, and evaluation).
- All direct program costs have been reallocated to the actual initiative (e.g., program staff salaries and benefits, materials and supplies, etc.).
- Prop 10 revenues will drop by 17% in 2017-18 due to new state legislation but will increase by 16% in 2018-19.
- Ongoing revenues are expected to continue to decline.
- Revenue projections are based on the new smoking age, backfill to and from Prop 10, e-cigarettes, and change in the California Department of Finance's (DOF) rate of decline.
- There is a new federal QRIS certification grant.
- The OECE work order was decrease due to removal of the curriculum enhancements and public school outreach.
- Expenditure breakdown for each of the six areas.
- Other Department of Public Health (DPH) funding for home visiting and health screenings.
- Revisiting the Child Health initiative work and funding.

Commissioners suggested the following:

- Include percentages to each area.
- Include a narrative.
- Provide an organization chart.

There was no public comment.

V. Fiscal Committee Update

There was no Fiscal Committee update for February.

There was no public comment

VI. ADJOURNMENT

Meeting was adjourned at 4:04 pm.