

I. ROLL CALL

Commissioner Giraudo called the meeting to order at 4:40 pm.

Present: Linda Asato, E'leva Hughes Gibson, Suzanne Giraudo, Mary Hansell, Zea Malawa, Supervisor Sandra Fewer, Maria Su, and Linda Asato (at 4:44pm)

Absent: Ingrid Mezquita, Lynn Merz

Meeting will present the remaining agenda items in the following order: I, V, II, III, IV, VI, VII, VIII, IX, and X

II. GENERAL PUBLIC COMMENT

There was no public comment.

III. Public hearing on the First 5 San Francisco 2017-18 annual audit.

Staff presented the 2017-18 financial audit. The highlights are as follows:

- Report was issued on October 23, 2018.
- There were no material weaknesses or deficiencies identified.
- The report complied with the expanded audit requirements
- The deferred revenues is approximately \$1.2 million.
- There are no findings for the 2017-18 audit.
- Total revenues were \$24.1 million, a 14% decrease from the prior year.
- Total expenditures were \$24.9 million.
- Overall administrative expenses were 13% of total expenditures. General administrative costs were only 3.6%.
- Fund balance was \$32.2 million, a decrease of \$782,154 from the prior year.
- For 2018-19, staff will continue to improve data and usage of the county's new financial system, to update the administrative and policy manual, and to review the sustainability plan and financial reports.

Commissioners discussed:

- Clarify whether Juuls are considered as an e-cigarette product.

There was no further discussion and a motion to approve the 2017-18 First 5 San Francisco financial audit was made by Commissioner Fewer and seconded by Commissioner Hansell.

The motion carried unanimously and was approved at 4:46 pm.

There was no public comment.

IV. Public hearing on the First 5 San Francisco 2017-18 annual report (Action Item)
[Commissioners provided with the following: coversheet]

Staff presented:

- Annual Reports are adopted and submitted to the state each fiscal year.
- The 2017-18 Annual Report was submitted on time on October 31st 2018 and is being held pending Commission approval.
- Basic structure of report per state requirements includes three summary components: Fiscal Summary, Participation/Program Summary, and Evaluation Summary. The Fiscal Summary and Participation/Program Summary are interconnected through reported expenditures. Total program expenditures, evaluation expenditures, and administrative expenditures must match annual audit report.
- State changed some requirements limiting Result and Service Area reporting combinations, adding greater emphasis on types of entities and evidence-based models funded, and establishing a total annual unduplicated count of participants.

Commissioners discussed:

- Report reflects more adults are being served than children. While this can be accounted for by the Family Resource Center and Quality Rating and Improvement System initiatives that serve primarily parents, caregivers and providers there was discussion around the importance of direct services to children and doing due diligence to capture the impacts that more adult-focused services are having on child well-being.
- It was also noted that this particular report has a very specific structure and set of requirements and so may not be the best gauge of the wider array of impact measures that are of interest and importance to the Commission. Upcoming initiative evaluations will have greater depth of information and analysis.

There was no further discussion and a motion to approve Public hearing on the First 5 San Francisco 2017-18 annual report was made by Commissioner Fewer and seconded by Commissioner Hansell.

The motion carried unanimously and was approved at 5:37pm.

There was no public comment

V. Approval of the Consent Calendar.

Commission Chair called the Consent Calendar Item V. as first order of business.

Commission called the Consent Calendar Item V b(5) Safe and Sound as a separate item. Commission Chair moved to approve.

Commission Chair moved to correct addback grant augmentation for Gum Moon Residential Hall funding source naming OECE in place DCYF. Grant augmentation

date adjustment for Portola Family Connections for the period July 1, 2018 and June 30, 2019.

a. Discussion and possible action to approve the July 11, 2018 meeting minutes.

There was no further discussion and a motion to approve the July 11, 2018 meeting minutes was made by Commissioner Asato and seconded by Commissioner Malawa.

The motion carried unanimously and was approved at 4:46 pm.

There was no public comment

1. Discussion and possible action to approve grant augmentation of up to \$200,000 per year to Mission Neighborhood Centers for the period July 1, 2018 – June 30, 2020 making total grant augmentation up to \$400,000. Grant augmentation funds enhanced family resource center activities in the Bayview Hunter's Point neighborhood using addback funding from the Office of Early Care and Education.
2. Discussion and possible action to approve grant agreement of up to \$100,000 to APA Family Support Services for the period July 1, 2018 – June 30, 2019. Grant augmentation funds support mental health services and infrastructure development efforts using addback funding from the Department of Children, Youth and their Families.
3. Discussion and possible action to approve grant augmentation of up to \$75,000 to Portola Family Connections for the period July 1, 2018 – June 30, 2019. Grant augmentation funds enhanced family resource center activities in the Portola neighborhood using addback funding from the Department of Children, Youth and their Families.
4. Discussion and possible action to approve grant augmentation of up to \$50,000 to Gum Moon Residence Hall- Richmond FRC for the period July 1, 2018 – June 30, 2019. Grant augmentation funds enhanced family resource center activities in the Richmond neighborhood using addback funding from the Office of Early Care and Education.

There was no further discussion and a motion to approve the consent calendar Item V b(1), (2), (3), (4) was made by Commissioner Su and seconded by Commissioner Hansell.

The motion carried unanimously and was approved at 4:45 pm.

There was no public comment.

Under Government Code 1090 and 1091.3, Commissioner Hansell requested to recuse herself from agenda items V b(5) Safe and Sound. Commissioner Su moved to grant Commissioner Fewer permission to be excused and seconded by Commissioner

The motion carried unanimously and Commissioner Hansell was permitted to be recused at 4:45 pm.

The motion carried unanimously and was approved at 4:47 pm.

There was no public comment.

5. Discussion and possible action to approve grant augmentation of up to \$250,000 per year to Safe & Sound for the period July 1, 2018 – June 30, 2020 making total grant augmentation \$500,000. Grant augmentation funds enhances services for families exposed to violence using addback funding from the Department on the Status of Women.

There was no further discussion and a motion to approve the consent calendar was made by Commissioner Su and seconded by Commissioner Fewer.

The motion carried unanimously and was approved at 4:47 pm.

There was no public comment

VI. Committee Reports

- a. Program Committee Report
None presented.

- b. Fiscal Committee Report
Agenda items on the consent calendar

VII. Commission Update

- Sister web Doula workforce

VIII. ED Report

None presented.

IX. Chairwoman's Report

None presented.

X. Adjournment

Meeting adjourned at 5:53 pm.