

1. Call to order

Commissioner Merz called the meeting to order at 4:46 pm.

2. Roll Call

Present: Lynn Merz, Aline Armstrong, Linda Asato, Joan Miller, Maria Su, and Theresa Zighera
E'leva Hughes Gibson joined the meeting at 5:07 pm

Absent: Zea Malawa

3. General public comment

There was no general public comment.

4. Discussion and possible action to waive the presentation and 10-day notice rule of order as required by Commission by-laws to be able to approve a COVID-19 Emergency Funding policy

Commission bylaws state that rule of the order may be amended by Commission majority consensus vote. Staff presented to waive the 10-day notice rule of order as required by Commission By-Laws to be able to approve a COVID-19 Emergency Funding (Agenda Item 5) immediately to ensure maximum responsiveness.

There was no further discussion and a motion to waive the 10-day notice rule of order as required by the Commission by-laws was made by Commissioner Asato and seconded by Commissioner Miller.

The motion carried unanimously and was approved at 4:51 pm.

There was no public comment.

5. Discussion and possible action to approve the COVID-19 Emergency Funding policy to support funded nonprofits adversely impacted by COVID-19

Staff presented the new COVID-19 Emergency Funding policy to support funded nonprofits impacted by COVID-19. This will support grantees in minimizing disruptions to operations and to provide essential services to the families and young children during the COVID 19 health crisis and resulting economic down-turn.

The following are highlights of the new policy:

- Unspent money from the preservation fund previously approved in the 2019-20 budget will be used to fund this policy.

- This policy will allow the Executive Director the ability to approve all COVID-19 Emergency funds and awards in order to expedite implementation of needed services and supports.
- Funds would be disbursed through simple application process to current grantees.
- Approved awards will be integrated into the grantees' 2020-21 contract.
- The policy will also allow First 5 San Francisco to disburse non-Prop 10 funds (private, federal, state, or local) to existing grantees impacted by COVID-19. These funds may have a separate award process with criteria set by the sponsor of these funds.
- Per Emergency Funding policy and as part of the existing budget revision process, grantees will be allowed to shift FY2019-20 awarded funds towards its business continuity and other COVID-19 related expenses so that the organization can continue operations to maintain essential functions during the COVID-19 pandemic.

The following were discussed:

- FEMA reimbursement rates and policies.
- Clarification on available funds and whether there might be additional money to be added.
- May be necessary to offer grantees technical assistance when applying for an emergency grant.

There was no further discussion and a motion to approve the COVID-19 Emergency Funding policy to support funded nonprofits adversely impacted by COVID-19 was made by Commissioner Su and seconded by Commissioner Hughes Gibson.

The motion carried unanimously and was approved at 5:19 pm.

There was no public comment.

6. Discussion and possible action to approve a six-month extension of the 2016/01 Fiscal Services Request for Qualifications to ensure continuity of services due to COVID-19

Due to COVID-19 and the Public Health Shelter-In-Place Order, regular procurement functions at First 5 San Francisco has been disrupted. The staff request a six-month extension of the current Request for Qualifications (RFQ) for fiscal services to ensure the continuation of funding for quality program improvements and supports. The extension would allow staff time to prepare a new RFQ to be released after the City's Shelter-in-Place order has been lifted.

The following was discussed:

- Clarification of the current RFQ term and contracting authority.

There was no further discussion and a motion to approve a six-month extension of the 2016/01 Fiscal Services RFQ to ensure continuity of services due to COVID-19 was made by Commissioner Su and seconded by Commissioner Miller.

The motion carried unanimously and was approved at 5:25 pm.

There was no public comment.

7. Public hearing on the First 5 San Francisco 2016-2021 Strategic plan as required by the California Children and Families Act's Health and Safety Codes, Section 130140(a)(1)(C)(iii)

By statute, the Commission must hold a public hearing to review its strategic plan. Staff presented an overview of the 2016-2021 First 5 San Francisco Strategic Plan. Proposition 10 requires commissions to expend its local allocation of tobacco tax revenue aligned with the strategic plan as adopted by the Commission. The current strategic plan continues to effectively guide First 5 investments and funding allocations.

The Commissioners acknowledge that the upcoming strategic planning will be affected by the COVID-19 health crisis, ongoing alignment work with the Office of Early Care and Education (OECE), and the expressed desire to elevate a racial equity funding and accountability framework.

There was no further discussion and a motion to approve the public hearing on the First 5 San Francisco 2016-2021 Strategic Plan as required by the California Children and Families Act's Health and Safety codes, Section 130140(a)(1)(C)(iii) was made by Commissioner Su and seconded by Commissioner Hughes Gibson.

The motion carried unanimously and was approved at 5:38 pm.

There was no public comment.

8. Commissioner Updates

- The Department of Children, Youth and their Families' (DCYF) is partnering with the Mayor's Office, City College, the University of California system, Park and Rec, and other city departments to provide school age child care for frontline workers. They have also rolled out a mental health and healing initiative (HealSF) to support our CBO providers and essential service workers during this time.
- The San Francisco School District's (SFUSD) will be reaching out to families and conducting child wellness checks in addition to offering free meals.
- Hass Fund has extended its Model Center Funding to include the Family Resource Centers (FRCs); they have also funded Safe and Sound to support early childhood mental health.
- Commissioner Miller provided an updated on the state in regards to child welfare initiatives.
- R&Rs received an allocation for supplies based on a licensed capacity formula. Providers will either be reimbursed for supplies and services or if R&R purchase supplies, then the provider can access those.

There was no public comment.

9. Interim Executive Director Update

- A reminder to Commissioners to complete their Statement of Economic Interest Form 700, Sunshine Ordinance, and Ethics Training by June 1.

- First 5 staff and nonprofits are working with the Office of Early Care and Education (OECE) to provide emergency childcare for families that are on the frontline.
- First 5 Staff in partnership with Safe and Sound are distributing supplies to FRC's.
- There is an increase in numbers at the FRC food pantries. First 5 is working with partners to explore solutions that might alleviate the heightened demand or divert to other available food resources such as food delivery services and vouchers.

There was no public comment.

10. Adjourn

Meeting was adjourned at 6:09 pm.