



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

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

## **MEETING MINUTES SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION**

**DATE:** Wednesday, July 14, 2021

**TIME:** 4:30pm – 6:30pm

**PLACE:** Remotely via Zoom

**Public Access Number:** +1 669 900 6833

**Public Comment Email:** [First5sf@first5sf.org](mailto:First5sf@first5sf.org)

1. Call to order

The commission meeting was called to order at 4:50 pm

2. Roll call

Present: Zea Malawa, Theresa Zighera, Aline Armstrong, Linda Asato, Joan Miller, E'Leva Hughes-Gibson, and Maria Su

Tardy: Commissioner Lynn Merz joined at 5:17 pm

Commissioner Aline Armstrong at 5:14 pm

Absent: Maria Su

3. General public comment

There was no public comment.

4. Approval of the Consent Calendar

a. Discussion and possible action to approve the June 2, 2021, meeting minutes.

There was further discussion.

There was no public comment.

The motion to approve June 2, 2021, commission meeting minutes made by commissioner Melgar and second by Asato the motion was carried unanimously and was approved unanimously at 4:53 pm.

5. Discussion and possible action to approve a personal service contract to MIG Consulting, LLC for First 5 San Francisco and Office of Early Care and Education joint Strategic Planning in an amount up to \$266,860 from July 15, 2021, to June 30, 2022

Staff recommended approving a personal service contract to MIG Consulting, LLC for joint Strategic Planning to \$266,860.

Commission highlighted appreciated the clear timeline. How can the commission ensure that families and children will receive essential services? December 2021, MIG will present and proceed with the timeline. The plan will have recommendations for ongoing structures brought forth in the planning process. Commission inquired when the final draft will be available to the full commission.

There was no public comment.

The motion to approve a personal service contract MIG Consulting LLC was made by commissioner Joan Miller and seconded by commissioner Asato and carried unanimously at 5:20 pm.

6. Update on new the Department of Early Childhood hiring, personnel, evaluation, and accountability.

Staff acknowledges infrastructure has been a challenge. Staff noted accountability and evaluation must prioritize; therefore, it cannot wait until the Strategic Plan. In efforts to formulate joint evaluation, new staff will be onboarding by September. The framework to develop is in time for racial equality evaluation and accountability.

Commissioner appalled staff new efforts and supported the future framework.

There was no public comment.

Discussion only.

7. Discussion and possible action to award and approve a grant to WestEd for training Technical Assistance and Assessment Service for Early Childhood Quality Improvement RFQ #2020-02, including the amounts and focus areas below.

- a. Discussion and possible action to approve a grant to WestEd for Assessment Services amount up to \$447,656 from July 1, 2021, to June 30, 2022.
- b. Discussion and possible action to a grant to WestEd for Training, Technical Assistance, and Quality Environment Resources for existing and new Early Learning family childcare and center programs in an amount of up to \$1,844,618 from July 1, 2021, June 30, 2022.

Staff highlighted WestEd and First 5 have been in partnership since 2012. In partnership with WestEd, universal care has expanded to over 600 programs citywide.

Commission deliberated and recommended specific courses and training for teachers that serve and teach Afro-American children. Status Quo and how consistent and aligned WestEd goals and outcomes are with the Strategic Plan. Commission would

like to hear from the providers served. Has there been any movement in improving some of the QRIS results? Professional development stipends are very helpful, and teachers are taking full advantage of the stipends.

There was no public comment.

There was no further discussion, and a motion was made to approve WestEd for Training and Assistance and Assessment Services for Early Childhood Quality Improvements A. and B. by commissioner Merz and seconded by Commissioner Hughes motion was carried unanimously and was approved unanimously at 6:19 pm.

8. Discussion and possible action to award and approve a grant to Children's Council of San Francisco for Programmatic Fiscal Service Agent for Early Childhood Quality Improvement Services, RFQ #2020-01, in an amount up to \$3,654,913 from July 1, 2021, to June 30, 2022.

Under Government Code 1090 and 1091.3, Commissioner Asato requested to recuse herself from agenda items 8. Commissioner Malawa moved to grant Commissioner Asato permission to be excused and seconded by Commissioner Merz.

The motion was carried unanimously, and Commissioner Asato was permitted to be recused at 6:29 pm.

There was no public comment.

There was no further discussion, and a motion was made to approve a grant to Children's Council for Early Childhood Quality Improvement RFQ in an amount up to \$3,654,913 made by Commissioner Merz and seconded by Commissioner Hughes's motion was carried anonymously and was approved unanimously at 6:31 pm.

9. Discussion and possible action to approve contract augmentations for the name agencies and amounts listed for FY2021-22.

Under Government Code 1090 and 1091.3, Commissioner Asato requested to recuse herself from agenda items 9. Commissioner Miller moved to grant Commissioner Asato permission to be excused and seconded by Commissioner Merz.

The motion was carried unanimously, and Commissioner Asato was permitted to be recused at 6:37 pm.

Public Comment: Jenny Pearlman with Safe and Sound expressed her appreciation to the First 5 staff and commission.

There was no further discussion, and a motion to approve contracts augmentation for name agencies and amounts listed in agenda item 9 for FY2021-22 was made by Commissioner Merz and seconded by Commissioner Miller motion was carried anonymously and was approved unanimously at 6:38 pm.

10. Discussion and possible action to extend authorization, funding, and work for the family Resource Center Initiative, including the components below.
- a. Discussion and possible action to approve a one-year extension of the Family Resource Center Initiative Notice Funding Availability (NOFA) 2017-2022, effective through June 30, 2023.
  - b. Discussion and possible action to approve a one-year extension to the Family Resource Centers Initiative in the amount of \$20,168,420, effective through June 30, 2023.

Staff provided an overview highlighted the following:

- During the COVID-19 pandemic, FRC's were first responders, responsive, dedicated, equipped with technology, and fast uptick for families and children.
- Datapoint there was a decrease in African American families and children, there was a recommendation to host a focus group and outreach to start conversations with African American families.

Commission conveys the following touchpoints:

- Concerning FRC's cannot reach the African American families and their children, what are the disconnects and the new innovated ways families can be contacted?
- Commission requested a root cause analyst and have a presentation.
- Which FRC addressed the lack of African American families visiting the FRC, and can we bring them to the table?
- How can the commission be more intentional with funding?
- Commission understands this is a long-term goal, and it must work with its partners to make changes and improvements.

Public Comment: Yensing Sihapanya with Families Connections recommend include strategies in the Strategic Plan.

There was no further discussion, and a motion was made to approve with an augmentation FRC will provide the commission with a roadmap to improve the relationships between African American Families and FRC for a one-year extension to Family Resource Center Initiative in the amount of \$20,168,420 by Commissioner Merz and seconded by Commissioner Hughes Gibson motion was carried anonymously and was approved unanimously, at 7:18 pm.

11. Discussion and possible action to continue Policy Planning Ad Hoc Committee for FY2021-22.

There was no public Comment

There was no further discussion. A motion was made to continue Policy Planning Ad Hoc Committee for FY2021-22 was made by Commissioner Merz and seconded by commissioner Asato motion was carried anonymously and was approved unanimously at 7:20 pm.

12. Policy and Planning Ad Hoc Committee Updated and Fiscal Committee

There was no public comment.

There were no updates on the Policy Planning Ad Hoc nor the Fiscal Committee.

13. Commissioner Update

There was no Commission update

14. Interim Executive Director Update

No Executive Director updates

15. The commission meeting adjourned at 7:21 pm.