Date: May 19th, 2016
Time: 4:00pm-6:00pm
Location: 1650 Mission Street, Suite 312, Conference Room
Members Present: September Jarrett; Kim Garcia-Meza; Candace Wong; Carla Bryant; Kathie Herrera-Autumn; Lygia Stebbing; Meredith Osborn; Sandee Blechman
Members Absent: Yohana Quiroz

I. **Call to order/Introductions/Agenda Review**

September Jarrett and Kim Garcia-Meza welcomed the Committee Members, City and County Staff, and members of the public.

- **City & County Staff**

   Michele Rutherford, OECE

   Graham Dobson, OECE

   Armando Zapote, OECE

   Vanessa Price-Cooper, OECE

- **Public**

   Gary Bender

   Kim DiGiacomo

   Rosie Kennedy

   Deb Rollfs

   Beverly Melugin

II. **Approval of 03/10/2016 Minutes**

- The minutes were approved by eight present members with one correction.

III. **Office Report**

- State officers from Social Services Department came to San Francisco for site visits. They visited one drop-in center, San Francisco Children's Council, and one preschool program which receives CalWorks voucher. The State officers were very impressed that the city provided such a high quality services to the Cal-WORKs families, and

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they gave us positive feedback. Meanwhile, the office expressed that the city was having a hard time keeping up the quality services because of the low reimbursement rate.

- Executive director position update
- All interviews were conducted last week, but no other details came from the Mayor's office. CAC members expressed concerns about the slow hiring process. The CAC members identified the next steps to follow up on the hiring process.

- OECE personnel
    - The office is hiring two positions; they are the CPAC Coordinator and CalWorks Project 500 Coordinator.
    - Besides these two positions, the office will have other vacancies soon, such as the drop-in child care supervisor, and the evaluation and data integration positions.
- Transition between First 5 SF and OECE Office
    - First 5 SF will continue to manage the quality support to ECE providers.
    - The OECE office will manage the PFA payments, SFUSD contract, and COCOA enrollment database.
- Requests from the CAC members
    - ***One CAC member requested the current office organization chart.***
    - Another CAC member wants to know when the CAC members can review the ***ECE funding details after the Mayor announces the 2016-17 City Budget***.

IV.   **Update on Plan/Review of Key Elements**
The endorsed recommendations in the OECE Citywide Plan full report are the same as in the Executive Summary. However, the full report will include more background information than the Executive Summary such as narratives, data, and rationale for the different recommendations.

The draft of the full report has already been sent out to some CAC members and OECE and First 5 SF staff for comments and feedbacks. Most of the comments and feedback have been included, and the consultant is working on the edits. After all the edits are done, the final version of the OECE Citywide Plan full report will be sent to the graphic designer.

The definition of target populations in Racial Equity is African American Children, Latino Children, Dual Language Learners, Low-Income Children, and Children with Disabilities.

All CAC members unanimously approved to change the Dual Language Learners to English Language Learners.

V.   Moving to Implementation

- Planning Process (See attachment 1)
  This preliminary plan indicates the planning process on Fiscal Strategies/0-5 System, Quality Support/Process Evaluation, and Evaluation & Data Integration from May 2016 to June 2017. The systems design for a NOFA will have to be complete in early 2017. Therefore, we will arrange community meetings to get feedbacks regarding fiscal strategies and other system improvements in fall of 2016.

  The office is responsible for Evaluation and Data Integration, and we will work with the Mayor's chief data officer and HSA planning office. The office is working towards streamlining reporting, and integrating data bases.

  The map also shows the upcoming CAC meeting schedule. We will have CAC meetings on every other 3rd Thursday from 4:00pm to 6:00pm.

    o Questions & Clarifications
      - What are the differences between data gathering and data integration?
        Data gathering is for the existing data input, and it will help us to design the next investment in quality support.
        Data integration is for data sharing with other city departments or agencies.
      - What are the goals under the topic of Fiscal Strategy/0-5 System? Are we finding a solution of covering the quality baseline funding gap or dealing with the whole financial system restructuring? Streamlining the financial structure is a big topic, so when can we set up a preliminary meeting for discussion? According to CFA analysis, funding to the base is one of the recommendations, and we are moving to that direction. The current funding situation is very complicated. How can we implement the financial recommendations without breaking the current system, and simplify the funding process at the same time?
      - Is it enough time to do the whole financial system restructure in 6 months before the office submits 2016-17 RFP. If the office receives additional funding of 3 million in 2016-17, should we use this to fund

the base? What can we do in the next 6 months, and how can we prioritize the to-do list?

We may not able to do the global changes in this time frame, but we can make some changes within next 6 months.

- Draft Gap Analysis (see attachment 2)
    - Questions & clarifications
        - Does the total of 3510 children include all the children we are currently serving?
        No, this number does not include the children receiving ECE services from SFUSD, FCC, and voucher subsidies.
        - If we want to serve the eligible children who are on the current waiting list, how much is the total funding gap?
        - Does the gap analysis include wage parity?
        No, the wage parity does not plug in to this gap model. The wage gap analysis will be done separately. We can research wages in the SFUSD K-12 system and calculate the wage gap by using this model. As a result, we will know the total gap including wage parity.
        - According to the endorsed financial recommendations, we will like to close the gap to the base line and also give additional funding for quality enhancement. In the currently funding system, what should be included the base line and what in the quality enhancements, and when can we have the conversation?
        - The State reimbursement rate for child care is not adequate, and closing the ECE funding gap is the heavy lift for the city.

VI.   Public Comment
- How do public comments get incorporated into next steps of implementing the Citywide Plan?
- If any ECE program provides high quality service to the children, will the program receive the incentive?
- If the office gets additional funding, are we going to use this funding for quality or to service more eligible children who are on the waiting list?

VII.   Leadership of CAC
- The CAC co-chair, Kim Garcia Meza announced she decided not to continue her co-chair leadership as she already serviced in that position for one year. September Jarrett indicated that her year term as Chair was also complete.   CAC

members were encouraged to contact Michele Rutherford if they are interested in Chairing or Co- Chairing the CAC for the next year.

VIII.   Closing