

**FIRST 5 SAN MATEO COUNTY
PROGRAM, OPERATIONS AND PLANNING (POP) COMMITTEE MEETING**

As authorized by Governor Newsom’s Executive Orders N-25-20 and N-29-20, dated March 12, 2020 and March 17, 2020 respectively, the meeting will be held via teleconferencing with members of the Commission attending from separate remote locations. The meeting will be held and live cast from the following location where members of the public shall have the right to observe and offer public comment:

DATE: May 4, 2020
TIME: 4:00 – 5:00 PM

Join Zoom Meeting

Online:

<https://smcgov.zoom.us/j/93999684825?pwd=YjdCczdjYW9kaDRvM0ZycGZaTEtpUT09>

Meeting ID: 939 9968 4825

Password: 329738

Phone: +1 669 900 6833 US (San Jose)

This altered format is in observance of the recommendation by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

COMMISSION MEMBERS: Ken Cole, Sandra Phillips-Sved (Chair), Nancy Magee
PUBLIC MEMBER: Harvey Kaplan, M.D.
STAFF: Kitty Lopez, Michelle Blakely, Myra Cruz

AGENDA		
1.	Approval of the May 4, 2020 Program, Operations and Planning Committee Meeting Agenda	Phillips-Sved
2.	Approval of the January 6, 2020 Program, Operations and Planning Committee Meeting Minutes (See Attachment 2)	Phillips-Sved
3.	Covid-19 Update and First 5 SMC Response (Verbal Updates, See Attachment 3)	Lopez/Blakely
4.	Strategic Plan Implementation Plan Procurement Process Update (Verbal Updates, See Attachment 4)	Blakely/Lopez
5.	Adjournment	

NEXT MEETING: June 1, 2020

**First 5 San Mateo County (F5SMC)
Program, Operations and Planning (POP)
COMMITTEE MEETING MINUTES**

**January 6, 2020
San Mateo County Office of Education**

Commissioners Present: Sandra Phillips-Sved (Chair), Nancy Magee
Public Member: Harvey Kaplan
Staff: Kitty Lopez, Michelle Blakely, Myra Cruz

Commissioner Phillips-Sved called the meeting to order at 4:02 PM.

1. **Approval of the January 6, 2020 Program, Operations, and Planning Committee Meeting Agenda:**

MOTION: Commissioner Magee / SECOND: Phillips-Sved. Motion approved.

2. **Approval of the September 9, 2019 Program, Operations, and Planning Committee Meeting Minutes:**

MOTION: Commissioner Phillips-Sved / SECOND: Commissioner Magee. Motion approved.

3. **Elect Committee Chair for 2020:** Committee Public Member Kaplan nominated Commissioner Phillips-Sved to continue as Committee Chair. Seconded by Commissioner Magee. Motion approved.

4. **Strategic Plan 2020 – 2025 Strategic Plan Implementation Plan (SPIP) Updates**

F5SMC's Program & Planning Director, Michelle Blakely, distributed the Strategic Plan Implementation Plan (SPIP) FY 2020 – 2025 that was approved by the Commission in October 2018. Blakely provided updates on the focus areas and explained its strategies:

- Resilient Families – RFP will be released soon in January 2020.
 - Intensive Support for Families with Multiple Risk Factors
 - Parent Connectivity
 - Family Engagement Capacity Building
- Healthy Children
 - Oral Health Access & Utilization
 - Integrated Systems for Children with Special Needs and their Families
 - Early Mental Health Systems & Infrastructure Enhancements
- Quality Care and Education
 - Quality Improvement
 - Expand Access to Early Learning Settings for Children with Special Needs.
- Evaluation and Communication

Blakely shared that organizations can apply for funding for one or more strategies. The Review Panel consists of experts within designated fields and are affiliated within and outside San Mateo County. The Review Panel reviews the applications based on evaluation criteria and will make recommendations. Recommendations are presented to

the Commission for approval. An update on the procurement process will be provided to the POP Committee.

The Committee asked questions and made comments.

The POP Packet and handout can be found on the F5SMC website, [January 6, 2020, Program, Operations, and Planning page](#).

5. **Trauma and Resiliency-Informed Systems Initiative (TRISI) Update**

Michelle Blakely shared that F5SMC has sent out a survey to community-based organizations about willingness to complete an online assessment survey to gauge their agency's healing centered policies and practices. One goal will be to have a more in-depth conversation, convening and professional development in this area based on the outcomes of the survey. Blakely mentioned that we will be using an assessment tool kit that was developed from the University of Michigan. It is not copyrighted, and we can adapt it to meet our needs. Areas can be assessed, such as HR policies & practices, staff training on reducing trauma and physical environments.

Committee asked questions and made comments.

6. **Other** - Kitty Lopez shared that Ken Cole will be attending the next Commission Meeting. She will discuss with him about joining the POP Committee.

Commissioner Phillips-Sved adjourned the meeting at 5:03 PM.

Current efforts for SMC Response

LOCAL

- **Funded Partners:** No-Cost extensions and scope of work /budget adjustments tailored to each program up to December 2020
- **Communications:** Social media messaging and resources for parents and providers with a focus on social-emotional wellness
- **Child Care Emergency Response Team:** Coordination and alignment for planning, information and guidance for workers & providers
- **F5SMC COVID additional funding contribution and funded partner efforts**
- **Liaison to SMC on emergency childcare coordination; County-wide strategic planning for longer term supports to children and families**

REGIONAL

- **Tri-County Child Care Partnership:** Funding for private & home-based child care providers/businesses
- **Bay Area Regional Quality Hub:** Learning community for emergency child care and long-term planning and advocacy

STATE

- **F5CA Commission Funding:** Emergency supplies for local distribution (child care & community)
- **CA Resource & Referral Network, F5CA and the Supply Bank:** Emergency supplies for local distribution (child care & community)
- **First 5 Association Network:** Strategy, coordination and alignment for emergency response and near and long term policy, advocacy and budget prioritization for children, families and providers; Recommendations to the state legislature



2020 – 2025 STRATEGIC PLAN IMPLEMENTATION PLAN*

RESILIENT FAMILIES

Strategies	Language in the Strategic Plan	Total Allocation
<p>#1 Intensive Support for Families with Multiple Risk Factors</p>	<p>Provide ongoing, individualized, professional support to children and parents in families experiencing multiple challenges, such as: homelessness, low income, domestic violence, incarceration, mental illness, or substance abuse. Activities may include: home visiting, care coordination, case management, family needs assessments, social-emotional screening, and therapeutic services, as well as wrap-around services such as parent support/parent education groups.</p>	<p>\$3,180,000</p>
<p>#2 Parent Connectivity</p>	<p>Support informal or semi-formal social networks to promote parental resilience and reduce social isolation. Activities may include: mothers’ or fathers’ groups; paraprofessional- or peer-led support groups; social media networking opportunities; father involvement efforts; family cafés; father cafés; developmental playgroups; and partnering with parents to identify parent leaders who understand and share knowledge about attachment and early child development among their peers.</p>	
<p>#3 Family Engagement Capacity Building</p>	<p>Increase the understanding of early brain development, the parent-child relationship and culturally responsive practices among service providers from sectors whose decisions affect family functioning, and to promote the appropriate application of that knowledge within their work. Activities may include: training and learning communities (Friday Cafés) to create a culture of awareness, learning and sharing; building the capacity of both service sector leaders and direct service staff on early childhood development, adverse early childhood experiences, the 5 Protective Factors, and related subjects; systematized data sharing; and promotion of family-centric practices. Target service sectors include: child- and family-serving organizations.</p>	
		<p>\$ 3,180,000</p>

HEALTHY CHILDREN

Strategies	Language in the Strategic Plan	Total
#4 Oral Health Access & Utilization	Partnerships to improve young children’s utilization of preventive oral health care and advocating for policies and practices that increases dental utilization for children on Medi-Cal.	\$ 375,000
#5 Integrated Systems for Children with Special Needs and their Families	Bolster the continuum of care to identify and treat children with special needs, and the ongoing efforts to address systemic issues that impact access to and quality of these services. Activities may include: promoting universal social-emotional and developmental screening services for children 0-5; embedding screenings, assessments, and care coordination into pediatric clinics, early learning settings, or family support services; and supporting linkages and timely access to care coordination, assessment, and services for children and families requiring additional assistance.	\$ 2,580,000
#6 Early Mental Health Systems & Infrastructure Enhancements	Partnerships to support trauma- and resiliency-informed practices and policies in child- and family-serving organizations.	\$ 225,000
		\$ 3,180,000

QUALITY CARE AND EDUCATION

Strategies	Language in the Strategic Plan	Total Allocation
#7 Quality Improvement	In partnership with existing community efforts, support formal quality improvement frameworks in early learning environments, and provide the services required to help providers and programs improve their quality as measured by these frameworks. Such services may include: coaching/consultation, including reflective practice and consultation to support children with social-emotional needs or who are at risk for expulsion and/or reduced hours; peer mentoring; program quality assessments; facility enhancements; early learning provider training; and technical assistance. Recruiting, retaining, and educating the early learning workforce is vital to creating and sustaining high-quality early learning programs.	\$ 2,700,000

ATTACHMENT 4

#8 Expand Access to Early Learning Settings for Children with Special Needs	Support families’ ability to access appropriate early learning experiences for their children with special needs. Such efforts may include: enhanced referrals matching children with appropriate placements, training and technical assistance to providers who enroll children with special needs, and/or policy approaches supporting inclusion.	\$ 405,000
		\$ 75,000
		\$ 3,180,000
	GRAND SUBTOTAL FOR FAMILY ENGAGEMENT, CHILD HEALTH & DEVELOPMENT, AND EARLY LEARNING FOCUS AREAS	\$ 9,540,000

POLICY, ADVOCACY, EVALUATION, EMERGING AND COMMUNICATIONS

Strategies	Language in the Strategic Plan	Total Allocation
#9 Leadership on Early Childhood Advocacy & Policy Development	Identify strategic partners and align leadership and resources to promote optimal child and family outcomes. Activities may include: convening high-level, multi-agency policy conversations that keep early childhood priorities and the impact of early childhood in the forefront of decision making; development and implementation of a Policy and Practices Platform that advances First 5 San Mateo County’s vision of Success for every child; and partnering with elected officials, community leaders, and other stakeholders to promote an early childhood agenda.	\$1,140,000
#10 Community Partnership	Foster cross-agency and multidisciplinary partnerships to better serve children 0-5 and their families. Activities may include: facilitation of partnerships and collaborative efforts that increase the capacity and quality of services to children 0-5 and those that care for them; and hosting facilitated opportunities for multidisciplinary cross-training and networking for both funded and unfunded partners.	
#11 Community Education	Increase understanding about foundational early childhood topics such as early brain development. In coordination with other efforts, build public and political will to invest in the well-being and success of our young children. Activities may include: development and implementation of a Communications Plan highlighting the importance of a child’s early years, the needs and circumstances of families with young children in San Mateo County, and opportunities for stakeholders to act in ways that maximize positive outcomes for this population.	

ATTACHMENT 4

#12 Evaluation	Prop 10 mandates that we evaluate and collect data on our investments. Evaluation includes research activities.	\$339,000.00
#13 Emerging Projects	Innovation, New Opportunities, Seed Projects	\$321,000.00

- Procurement process to determine grantees for FY 2020-2023 has commenced.