



**FIRST 5 SAN MATEO COUNTY COMMISSION (F5SMC)
PROGRAM, OPERATIONS AND PLANNING (POP) COMMITTEE MEETING**

**Monday, October 7, 2024
4:00 – 5:00 p.m.**

**San Mateo County Office of Education
101 Twin Dolphin Drive, 2nd Floor Conference Room
Redwood City, CA 94065**

COMMISSION MEMBERS: Noelia Corzo, Nancy Magee, Nkia Richardson
PUBLIC MEMBER: Harvey Kaplan, Liz Scully
STAFF: Kitty Lopez, Michelle Blakely, Mai Le, Myra Cruz

AGENDA

	Item	Presenter
1.	Approval of the June 3, 2024 Program, Operations and Planning Committee Meeting Agenda	Richardson
2.	Approval of the Minutes of the April 1, 2024 Program, Operations and Planning Committee Meeting (Attachment 3)	Richardson
3.	Baby Bonus Program Update	Blakely/Le
4.	Program, Systems and Strategic Planning Updates-Highlights - Children's Funding Collaborative Update (Verbal Update)	Blakely/Lopez
5.	Adjourn	Richardson
Next Meeting Date: <i>December 2, 2024</i>		

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

**April 1, 2024
Virtual Meeting Via Zoom**

Commissioners: Noelia Corzo (absent), Nancy Magee, Nkia Richardson
Public Member: Harvey Kaplan (absent), Liz Scully
Staff: Kitty Lopez, Michelle Blakely, Myra Cruz

The meeting was called to order at 4:04 PM.

1. Approval of the April 1, 2024 Program, Operations, and Planning Committee Meeting Agenda:

MOTION: Commissioner Magee / SECOND: Public Member Scully. Motion approved.

2. Elect Program, Operations and Planning Committee Chair

Public Member Scully motioned to elect Commissioner Richardson as POP Committee Chair and seconded by Commissioner Magee. Motion approved.

3. Approval of the October 2, 2023 Program, Operations, and Planning Committee Meeting Minutes:

MOTION: Commissioner Magee / SECOND: Public Member Scully. Motion approved.

4. Programs, Communications, and Systems Updates

The written memo was included in the packet and Deputy Director Michelle Blakely highlighted the following:

▪ **Strategic Plan FY 20025- 2030**

An updated Strategic Planning Timeline was shared at the October 23, 2023, Commission meeting was distributed to the Committee. The RFQ for Strategic Planning Consultant was released on March 15, 2024, and proposals are due April 8, 2024. If a qualified consultant is not found among the submissions, we may engage with any suitable candidate according to our counsel. The consultant will be synthesizing various data, contextual information we have gathered such as the landscape scans, long-term financial plan, design centered parent voice project data, and others to refresh our current strategic plan. A Strategic Plan 2025 - 2030 recommendation will be made at the October 2024 Commission Meeting. During the strategic planning process, we will be seeking assistance with community contract procurement.

A Strategic Plan Ad Hoc Committee needs to be appointed at the upcoming Commission Meeting. Commissioner Magee had volunteered to help.

- **Early Mental Health Services Landscape in SMC**

Blakely shared that she is part of a workgroup focusing on the TK/Elementary segment of the United for Youth: Blueprint for School and Transition Age Youth Well-Being, specifically the TK/Elementary Work Group. Blakely shared the elementary school priorities developed by their workgroup. These insights along with other information gathered from Centering Parent Voices, Children Now's San Mateo County Scorecard and others, can provide useful information in generating a report on SMC's early mental health landscape conducted by Learning for Action Consultants. Discussion ensued.

- **Universal Pre-Kindergarten Mixed Delivery Planning Committee Update**

Child Care Partnership Council and 4Cs are collaborating to collect valuable insights and gather feedback from parents and caregivers regarding the Universal Pre-Kindergarten in San Mateo County. A survey was released in both English and Spanish, with April 19th set as the deadline for submission. Their goal is to develop a plan by June 2024, and they hired a consultant to assist them. Discussion ensued on mix delivery system. An update on UPK will be provided at the upcoming Commission meetings.

- **Baby Bonus Program Design Sprint: Counties Advancing Guaranteed Income for Families, Children, and Communities: SMC Design Team**

SMC's Baby Bonus Pilot Program (BBP) has been chosen for a 6-week design sprint and learning initiative. This opportunity aims to investigate the stabilizing impact of a guaranteed income. The SMC Design Sprint Team consists of Kitty Lopez, Michelle Blakely (F5SMC), Mai Le (F5SMC), Commissioner Claire Cunningham (Human Services Agency), and representatives from Stanford School of Medicine and Health Plan of San Mateo.

The BBP target date to commence is January 2025.

- **Stay Tuned for Upcoming Commission Presentations and Staff Team Report Highlights**

- Home Visiting Systems Initiative
- Choose Children Campaign
- Centering Parent Voices
- Trauma and Resiliency Systems Initiative Evaluation Activities
- Children's Funding Group Update
- Medical-Learning Collaboration (F5 Association)

Meeting adjourned at 4:56 pm