



April 28, 2016

<p>SUBJECT</p> <p>ADVISORY COMMITTEE ASSIGNMENTS</p>	<p><input checked="" type="checkbox"/> Action</p> <p><input type="checkbox"/> Information</p>
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SUMMARY OF THE ISSUE

This is a request for the Commission to approve appointments to the Commission's standing advisory committees.

RECOMMENDATION

First 5 California staff recommends the Commission review the membership and descriptions of the advisory committees, and approve appointments as necessary.

BACKGROUND OF KEY ISSUES

The Commission elects advisory committees consisting of two members each to provide professional expertise and assist First 5 California staff with the development of policy and program proposals for consideration by the full Commission. Committee members are elected by a majority vote of the Commission.¹ It is the Commission's usual business practice to review the committee appointments at the first meeting of each calendar year and revise them as necessary. However, when vacancies occur, the Commission can take action to fill those vacancies during any regular Commission meeting.

¹ If the committees are limited to two members and purely advisory in nature, then the committee meetings are not subject to the provisions of the Bagley-Keene Open Meeting Act (Bagley-Keene) (Government Code, § 11121(c).) However, if a committee is delegated any authority of the full body and exercises that authority, then the meetings of its members must be publicly noticed and accessible pursuant to Bagley-Keene. (Govt. Code, § 11121(b).) Consistent with current practice, staff is not recommending that any advisory committee carry any delegated authority.

SUMMARY OF PREVIOUS COMMISSION DISCUSSION AND ACTION

It is staff's experience that the functions of the current seven advisory committees have been beneficial and effective in developing and implementing the Commission's policy, program, and business agendas. Staff recommends retaining the current standing committees: Executive, Public Education and Outreach, Legislative, Research and Evaluation, Program, Fiscal, and Strategic Planning. Attached is the list of the advisory committees with a description of the responsibilities for each. The current membership is reflected below.

Standing Committees	
<i>Executive</i>	<ul style="list-style-type: none">• George Halvorson, Chair• Joyce Iseri, Vice Chair
<i>Public Education and Outreach</i>	<ul style="list-style-type: none">• George Halvorson• Erin Pak
<i>Legislative</i>	<ul style="list-style-type: none">• George Halvorson• Conway Collis
<i>Research and Evaluation</i>	<ul style="list-style-type: none">• Muntu Davis• Joyce Iseri
<i>Program</i>	<ul style="list-style-type: none">• Muntu Davis• Vacant
<i>Fiscal</i>	<ul style="list-style-type: none">• Joyce Iseri• Erin Pak
<i>Strategic Planning</i>	<ul style="list-style-type: none">• George Halvorson• Vacant

ATTACHMENTS

A. Commission Advisory Committee Descriptions

COMMISSION ADVISORY COMMITTEE DESCRIPTIONS
April 2016

Standing Committees	
<i>Executive</i>	Develops/reviews Commission meeting agendas, and provides guidance on significant administrative issues and staff activities. Consists of the Commission Chair and Vice Chair. Staffed by the Executive Director.
<i>Public Education and Outreach</i>	Reviews public education and outreach campaigns carried out under Proposition 10, and provides guidance to staff regarding effective communication strategies for hard-to-reach and low-income parents and families of young children. Staffed by the Chief Deputy Director.
<i>Legislative</i>	Reviews and provides guidance on legislation and budget items within the Commission's subject matter jurisdiction, including the statutory purposes of Proposition 10 and policies and programs affecting early childhood education and care. Staffed by the Deputy Director of the External and Governmental Affairs Office.
<i>Research and Evaluation</i>	Reviews and provides guidance on the Commission's research and evaluation agenda, consistent with the statutory requirements of Proposition 10, the Commission's <i>Guiding Principles</i> , and the <i>Guidelines for Implementing the Children and Families Act</i> , including studies on early education workforce, high-quality preschool, early literacy, and parent interventions. Staffed by the Deputy Director of the Evaluation Office.
<i>Program</i>	Reviews and provides guidance on the Commission's program agenda, which includes the development and implementation of programs designed for children, parents, and the early learning workforce, ensuring the Commission's <i>Principles on Equity</i> are incorporated in all of First 5 California programs. Staffed by the Deputy Director of the Program Management Division.
<i>Fiscal</i>	Reviews and provides guidance on the fiscal management of First 5 California, including revenue and expenditure projections, and the use of sound accounting principles in the development of budgets and financial statements. Staffed by the Director of the Fiscal Services Office.
<i>Strategic Planning</i>	Participates in the development and implementation of First 5 California's strategic plans, reviewing input from staff, county commissions, and stakeholders. Provides guidance to staff and the strategic planning consultant. Assists in briefing the Commission on the status of the planning process and implementation. Staffed by the Executive Director.