

**COMMISSION ADVISORY COMMITTEE DESCRIPTIONS**  
**January 2017**

<b>Standing Committees</b>	
<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.