

**FIRST 5 CALIFORNIA  
CHILDREN AND FAMILIES COMMISSION**

**July 20, 2011**

**Holiday Inn Capitol Plaza  
300 J Street  
John Q Ballroom, 16<sup>th</sup> Floor  
Sacramento, CA 95814**

**MINUTES**

**Agenda Item 1 – Call to Order and Chair’s Welcome**

Chair Jennifer Kent called the meeting to order.

Commissioners Present: Jennifer Kent, Chair  
Conway Collis  
Joyce Iseri  
Casey McKeever  
Maria Minon, M.D.

Commissioners Absent: Molly Munger, Vice Chair  
Patrick Duterte

Ex Officio Member Present: David Maxwell-Jolly

Jennifer Kent, Commission Chair, welcomed members of the commission in attendance and introduced Undersecretary David Maxwell-Jolly who was representing Health and Human Services Secretary Diana Dooley.

Chair Kent thanked First 5 California staff for their work in helping commissioners fully understand the status of the State Commission’s finances under extremely difficult circumstances and during challenging times.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

**Agenda Item 2 – Executive Director’s Report**

Kris Perry, Executive Director, provided an update on the Commission’s 4-year Strategic Plan, which is nearing completion.

**Parent Signature Program**

*Kit for New Parents*

- The *Kit for New Parents* contains advice, information, and tips for first-time parents, grandparents, and caregivers. It is available for free through First 5 California.

- Three million *Kits* have been distributed through local hospitals, physicians, and community groups in California.
- This February, the *Kit* was redesigned with new, eye-catching packaging and streamlined content.
- This greener *Kit* uses less material, takes less energy to produce, and is more cost-effective to ship.
- The *Kit* now has messages that are geared to First 5 California's targeted audiences with availability in English, Spanish, and four Asian languages.

### Hands-on-Health Express Exhibit

- The Hands-on-Health Express van is First 5 California's grassroots, traveling exhibit that teaches children about the importance of nutrition and physical activity through engaging activities, plus it connects parents to important state and local health resources.
- Since as recently as Memorial Day of this year, the exhibit has had exposure to more than 47,000 parents and children at local events, including visits to Orange, San Bernardino, San Benito, and Sacramento counties.
- Though focused on fun, the traveling exhibit addresses the serious issue of childhood obesity. In a recent study published in the journal *Pediatrics*, researchers found that among California public school students, 23% were obese or severely obese.

### Online Outreach

- According to the Public Policy Institute of California's June 2011 statewide survey, Californians across ethnicities have dramatically increased their access to the internet via a smartphone or cell phone. First 5 California sees this and other types of online access expanding exponentially in the coming years. First 5 California continues to strengthen and fine-tune this type of outreach.
- First 5 California's online and social media tools, such as Twitter, Facebook, YouTube, and our Parent Microsite, actively reach parents and others with parenting tips, child development articles, and First 5 California updates.
- First 5 California's Twitter and Facebook pages rank in the top 10 California government agency feeds.
- First 5 California is reaching an audience of about 150,000 per month through its Twitter page.
- The Parent Microsite has had more than three million visits since June 2009.
- So far, we've been very successful at driving online users to this microsite, where parents can download learning and health resources.
- First 5 California is currently working with Fraser Communications to transition from a microsite to a high-quality website to maximize the online interactive experience for parents, including offering them important, age-appropriate information for children ages 0 to 5.
- The Yummy for Your Tummy Cookbook, which offers healthy eating tips for parents, is First 5 California's top downloadable resource with 68,000 downloads since June 2009.
- First 5 California has teamed up with First 5 Santa Clara to distribute and share the message of "Potter the Otter," a wonderful, illustrated book created by Santa Clara County that helps teach families about the sugar content of soda, juices, and sports

drinks and encourages families to choose water over these sugary alternatives. Parents can click on First 5 California's online banner ads to download and print the "Potter the Otter: A Tale About Water" book.

### Media Outreach

- First 5's Top Five is a monthly television segment on the popular KCRA/KQCA 58 morning news, which serves the greater Sacramento area, with topics geared toward parents.
- Examples of recent topics include:
  - Choosing healthy beverages
  - Tips for working parents
  - Selecting a quality preschool
  - Caring for newborns.
- An added benefit is that KCRA often shoots complementary video footage of local preschools and childcare centers to highlight the points made during First 5's Top 5 segment.

### **Teacher Signature Program**

#### CARES Plus

- At the end of April 2011, First 5 California officially launched its Teacher Signature Program, known as Comprehensive Approaches to Raising Educational Standards (CARES) Plus.
- CARES Plus is a state-of-the art professional development program for early educators. It is designed to enhance the quality and effectiveness of early educators across the state.
- The overarching goal of CARES Plus is to improve child outcomes through direct services, resources, and support systems in education and health.
- When adult teachers and caregivers are well-trained and can remain in children's lives for longer periods of time, kids do much better in school.
- Through an integrated system of professional development, CARES Plus features:
  - Research-based training
  - Higher education opportunities, and
  - A pilot program designed to evaluate the effects of professional development and coaching for early educators

When the CARES Plus Request for Application was originally released, it was anticipated that each of the CARES Plus CORE requirements would be available in Spanish by July 2011, with one exception – the *Looking at CLASSrooms* video library.

Since that time, Ms. Perry was pleased to report that First 5 California staff has worked with the proprietary vendor of the CLASS materials to accelerate the production of the *Looking at CLASSrooms* video library in Spanish, and it will now be available to all CARES Plus participants.

As a result of the accelerated production of this Spanish version of the video library, First 5 California conducted a second application opportunity, which was open to those 21 counties that originally did not apply for CARES Plus funding.

First 5 California currently supports a total of 34 CARES Plus counties as they create and implement their local programs.

Further, there has been statewide and national interest in CARES Plus, as there is nothing else like this program for early educators anywhere in the country. As a result, First 5 California has been contacted by several private foundations interested in enhancing the evaluation of the CARES Plus program, perhaps through funding from federal grants.

### **Child Signature Program**

The Child Signature Program will include the best and most promising research-based practices from the School Readiness, Power of Preschool (PoP) Bridge, and Educare Programs, as well as other state and federal early learning programs. The Child Signature Program supports First 5 California's overarching purpose to improve child health and early education outcomes.

The launch date of the Child Signature Program was delayed to 2012 in response to the Administration's request for funds to support state budget solutions in FY 2010-11. However, to launch the Child Signature Program by mid-2012, First 5 California must start now to prepare agenda items for the October Commission meeting. In order to meet that timeline, First 5 will be seeking commission approval in October for:

- The Draft Child Signature Program Concept and Design
- An Annual Funding Program Amount for the Child Signature Program, and
- Release of the Request for Application in January 2012

First 5 California plans to seek input from experts on the design of the program and to look for ways to leverage funds with federal, state, and local partners.

#### Data Collection and Program Evaluation

First 5 California has spent the past several years building the infrastructure to collect the necessary data to evaluate program success.

Ms. Perry recited a well-known quote, "It is a capital mistake to theorize before one has data."

The Center for Results is the framework that First 5 California has put in place to collect necessary data that will later be used to evaluate our Signature Programs so that they can best serve California's young children.

Ms. Perry expressed that simply collecting the data is not enough. First 5 California needs to take the next step to analyze and evaluate the data so that First 5 California may continue to improve and enhance the Parent, Teacher, and Child Signature Programs.

This policy direction to measure program outcomes is consistent with state statute.

In October 2011, First 5 California will return to the Commission to seek contract time extensions and funding approval to continue necessary data collection and implement program evaluation that will support:

1. Enhancement of the current data collection system
2. Maintenance and support of the data collection operations
3. Implementation of evaluations to measure outcomes for the Parent, Teacher, and Child Signature Programs

In addition, in the area of direct services, First 5 California will bring to the Commission two requests for approval to move forward on the:

1. Public Education and Outreach contract, which expires in December 2011, that supports First 5 California's Parent Signature Program
2. Design, fund, and launch the Child Signature Program by Summer 2012.

First 5 California staff will meet with the commission members on the appropriate advisory subcommittees to seek input in the drafting of the October agenda items.

**DISCUSSION:** Commissioner McKeever asked about the State Commission's finances and the effect on the programs that will be proposed at the October Commission meeting, and what the available funding will be for those programs. Ms. Perry explained that when First 5 California comes back to the State Commission for an amount to support the Child Signature Program, projections will be based on what First 5 believes its revenue will be so that commissioners will not be approving an amount that will not fit within the revenue stream.

Commissioner Collis asked whether there might be additional requests to assist with the state budget. Ms. Perry said First 5 staff has been proactively in touch with the Department of Finance and no such requests have been made to date.

Commissioner Collis asked Undersecretary Maxwell-Jolly for his assessment of the state budget. He said that the current budget includes cuts that will be triggered if revenues do not meet specific levels and that overall the budget did not meet the Governor's goal of providing multi-year stability. There is uncertainty regarding how the next budget will be balanced since the state economy is still in rough waters.

**PUBLIC COMMENT:** Francine Rodd (First 5 Monterey), Chair of the Association Program Committee, noted that county commissions have been involved in most of the programs from which best and promising practices will be culled for the Child Signature Program and offered the services of the Program Committee to support State Commission staff in development of the new program.

### **Agenda Item 3 – First 5 Association of California Report**

Sherry Novick, Executive Director of the First 5 Association, provided an update on Association activities and the impact of AB 99 on county commissions as follows:

- County commissions have been making drastic cuts in services and contracts in order to comply with the legislation outlined in AB 99, which requires First 5 commissions to remit to \$1 billion to the State, \$50 million from the State Commission and \$950 million from county commissions, by June 30, 2012.
- 10 county commissions have filed lawsuits, which have been consolidated in the Fresno Superior Court.

- County commissions hope that implementation of GASB 54 will help the Legislature and others better understand the nature of commissions' financial commitments and thereby help to combat the myth of county commissions "hoarding" funds.
- 23 county commissions are participating in the roll-out of the "Potter the Otter" campaign, which encourages parents of young children to increase water consumption and limit sugar-sweetened beverages. They are distributing over 300,000 copies of "Potter the Otter: A Tale about Water." The Association is evaluating the roll-out of the book and working with the designer to develop collateral materials, such as posters and tip sheets, using the same characters.
- The Association has launched a project with the Southern California commissions and the UCLA Center for Healthier Children, Families, and Communities to develop standardized measures to track the impact of county developmental screening efforts. This is an area where county commissions hope their experience can help inform state policy.
- The Association served on an advisory committee convened by the Managed Risk Medical Insurance Board to address low utilization of dental care among young children in the Healthy Families Program. The result is a change package that will be piloted in Los Angeles, Ventura, Santa Barbara, and San Diego counties. In discussions with those counties, it was clear that the county commissions employ "work-arounds" to meet family needs where state programs are failing.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

#### **Agenda Item 4 – Legislative and Budget Report**

Marsha Jones, Chief Deputy Director, provided a brief update on the state budget and key legislation introduced in the regular legislative session.

In the past 6-months, the main focus of the Legislature has been budget negotiations to close a multi-billion dollar state budget gap, which was accomplished with the passage of the 2011-12 budget bill. The ongoing critical nature of the state's budget has meant that few bills have been approved that require new funding to implement policy changes.

In the final budget bill, Proposition 10 funds were not mentioned. However, AB 99 (Chapter 4, Statutes of 2011), which was enacted earlier this year, redirects \$1 billion (\$50 million upon State Commission approval, and \$950 million from county commissions) to fund state health and human services programs for children from birth through age 5. At this time, First 5 California's spending plan reflects the redirection of the \$50 million.

Another pending issue is the status of the Early Learning Advisory Council (ELAC), which was established under Executive Order S-23-09 in November 2009 to comply with eligibility requirements for early learning grant funds from the federal government.

In April 2010, the State Commission approved up to \$2 million to support the work of the ELAC over a 3-year period. In May 2011, the ELAC was included on the list of Boards and Commissions slated for elimination by Governor Brown. To date, it is not clear whether the ELAC will continue, although the budget did include language on the ELAC and did

mention an appropriation of American Recovery and Reinvestment Act funds to be allocated by the California Department of Education. At this time, future meetings of the ELAC have been suspended. First 5 California will continue to work with the Administration and other advocacy groups to determine the final status of the ELAC.

**DISCUSSION:** Commissioner McKeever asked about the interplay between AB 99 and the June budget. Kim Gauthier, Chief Counsel, said at this time the \$50 million should be considered an obligation that currently exists for this fiscal year only.

### **Agenda Item 5 – Financial Update**

Terry Miller, Chief of Administrative Services, provided the State Commission a financial update on First 5 California's revenue projections for fiscal year (FY) 2010-11 through FY 2013-14.

#### Revenue Projections

Ms. Miller reminded the State Commission that the Department of Finance determines the General Fund portion of the Cigarette tax. First 5 California uses these projections to calculate Proposition 10 revenue projections. Based on the May Revision estimates that were released in May 2011, Proposition 10 tax revenues for FY 2010-11 for State Commission accounts are estimated to be \$92 million.

First 5 California's actual FY 2010-11 revenues received to date are tracking very close to the estimated revenue projections. When First 5 California compares FY 2009-10 actual revenue received to FY 2010-11 actual revenue received for the same period of time (July through May), the revenue decline is tracking consistent with the trend of 3-4% per annum decline.

June revenue will be received at the end of July. At that time, First 5 staff will reconcile the year-end financial reports and update the Financial Management Plan.

#### Obligations and Disbursements

The FY 2010-11 Power of Preschool (PoP) Bridge Program ended on June 30 of this year. The State Commission authority was \$19 million. Executed local area agreements totaled \$18.6 million. The eight participating county commissions are scheduled to report their year-end expenditures by July 31, 2011. There is no carryover authority for these funds. Any unexpended funds for this program for FY 2010-11 will be liquidated and returned to the Education account balances.

The FY 2011-12 PoP Bridge program was launched. First 5 California is currently finalizing local area agreements that total \$17.9 million. Technical assistance and evaluation contracts related to this program are currently being developed.

In FY 2010-11, 38 county commissions participated in the School Readiness program serving 121 programs and is moving toward its scheduled completion. Beginning in FY 2011-12, there will be 11 participating counties, serving 24 programs. First 5 California's School Readiness program will end on June 30, 2012 and the best practices from this program will be incorporated into the new Child Signature Program.

The Teacher Signature Program (CARES Plus) was launched and is in full operation. FY 2010-11 expenditures for this program will be reported in August 2011. First 5 California approved 33 agreements with county commissions and lead agencies, representing 34 counties, to participate in the CARES Plus program. Two critical support contracts, with Teachstone, Inc. and Yosemite Community College District were executed in FY 2010-11.

### Financial Plan

First 5 California revenue is transferred into six distinct accounts: Mass Media Communications, Education, Child Care, Research and Development, Administration, and Unallocated. The financial plan provides information on carryover, expenditures, revenue, and year-end balances, by account, for the prior year, current year, and two budget years.

Ms. Miller explained that the Financial Management Plan begins with the actual (or audited) FY 2009-10 year-end cash balances available for carryover to FY 2010-11. The remaining financial information in the plan is based on projected revenues and expenditures.

- Projected revenues are based on an approximately 4% per annum decline. A decrease in revenue beyond the 4% could have a significant impact on the plan.
- Beginning balances for each account represent either the actual or projected cash balances at the beginning of each fiscal year.
- The subtotal in each account subtracts the projected fiscal year expenditures from the beginning cash balance.
- Projected year-end balance, when reconciled at year-end, becomes the actual beginning cash balance for the following year.

Historically, First 5 California has had sufficient funds in each account to fully encumber and meet current year obligations on July 1. However, the past contributions of approximately \$266 million and the current set-aside of approximately \$50 million in support of state budget solutions over the last three to four years has lead First 5 California to greater reliance on current year revenue.

In October, First 5 California will provide the State Commission with reconciled year-end financial data that will support decision-making on future funding requests.

**DISCUSSION:** Chair Kent said she was concerned about seeing a contract that large for the first time at the meeting at which a vote will be taken. Ms. Perry said staff will work closely with the Public Education and Outreach Committee, Commissioners Iseri and Duterte, in development of the contract.

Commissioner Iseri requested First 5 California staff to list funding amounts by project rather than solely by account.

Commissioner Collis asked what was lost when the contract with the Rogers Group was denied by the Department of General Services. Ms. Jones and Ms. Perry explained some functions had been transferred to the outreach and education contract with Fraser, including the Hands-on Health Express Van, but technical support for county commissions and the monthly communications packages were

lost. Ms. Novick said the county commissions are working to support one another to address the loss of this resource.

**PUBLIC COMMENT:** None.

**Agenda Item 6 – Commission Meeting Dates and Locations for 2012**

Marsha Jones, Chief Deputy Director, requested approval of the 2012 Commission meeting schedule.

The proposed quarterly meeting schedule suggests three meetings in Sacramento and one meeting in Southern California as follows:

<b>DATE</b>	<b>LOCATION</b>
January 18, 2012	Sacramento
February 9, 2012	Sacramento (Statewide Conference)
April 18, 2012	Sacramento
July 18, 2012	Sacramento
October 17, 2012	Southern California

**MOTION/ACTION:** Commissioner Minon moved to approve the proposed Commission meeting calendar and locations for the 2012 calendar year. The motion was seconded by Commissioner Collis.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

**VOTE:** The motion was approved by a unanimous vote of the members present.

**Agenda Item 7 – California Health Interview Survey Contract Extension and Funding Approval**

Vonnie Madigan, Deputy Director for Results and Evaluation, requested State Commission approval to continue fiscal support of the California Health Interview Survey (CHIS).

The UCLA Center for Health Policy Research conducts the CHIS every other year. It is a collaborative project of UCLA, the California Departments of Public Health and Health Care Services, and the Public Health Institute. The Governing Board is made up of the four collaborating agencies. It also has a 37-member Advisory Board on which the First 5 California Executive Director sits.

The State Commission has funded CHIS since 2001 in an effort to capture data related to children ages 0 to 5. Over time the funding has evolved from general support to funding for specific questions and deliverables.

Ms. Madigan said the survey over-samples the 0 to 5 population. Data is used by county commissions and to target outreach strategies. For instance, second-hand smoke was found to be a particular risk in some communities in Southern California; media and outreach efforts were then guided by that information.

Upcoming survey questions related to the 0 to 5 population will address:

- Child care and preschool participation
- Parental perception of preschool quality and school readiness
- Awareness and use of the *Kit for New Parents*
- Use of the internet for parenting resource information
- Positive parenting activities
- Oral health
- Child nutrition and obesity prevention

**MOTION/ACTION:** Commissioner McKeever moved to approve funding of up to \$1,500,000 over a 24-month period to continue support of the 2011 California Health Interview Survey. The 24-month period will begin when the agreement is approved by the Department of General Services. The motion was seconded by Commissioner Iseri.

**DISCUSSION:** Commissioner McKeever asked why the State Commission's contribution is remaining the same over the years, while the size of the overall project appears to have decreased.

Rick Brown, director of UCLA Center for Health Policy Research, and David Grant, Director of CHIS, explained that the survey, which was previously done once every 2 years, is now done on a rolling basis over a 2-year period. The amount from other sources reflected the cost of the first year of the 2-year cycle and thus was basically on target.

Chair Kent said some funding that had previously been provided by the Department of Public Health was moved to the Department of Health Care Services in order to draw down matching federal funds. She asked for information about the cost of the total survey, not just what First 5 California funds. Mr. Brown said that First 5 California's contribution to the survey is highly leveraged by the other funders as well who are generating additional funding to support the content and the sample that then benefit all of the funders in this process.

Mr. Brown said data collection is about 60% of the cost and has become more expensive due to the prevalence of cell phones. Survey literature continues to show that cell and telephone contacts result in the best response rate and reach the diversity of the population needed for the sample. The survey aims to reach 48,000 households over 2 years.

Commissioner Collis asked for information about the amount that other CHIS collaborators contribute and suggested that perhaps the State Commission should be on the governance board, not merely the advisory board.

Chair Kent asked about the possibility of charging for use of the data, especially large well-funded organizations that currently access it for free. Mr. Brown said that funders receive a confidential data file, but the website is public. It would be very challenging to restrict access for some while leaving it open to others.

Chair Kent asked whether county commissions have been asked to contribute.

Ms. Madigan said it seems like a leadership role appropriate for the State Commission. Ms. Perry added that it is offered as a deliverable under the State Commission's Center for Results. She agreed asking others to contribute could be considered on a go-forward basis.

Mr. Brown said they could encourage counties to pay for local over-sampling, something that Marin County has done with support from First 5 Marin.

**PUBLIC COMMENT:** None.

**VOTE:** The motion was approved by a unanimous vote of the members present.

### **Agenda Item 8 – State Controller's Office - Funding Authority for County Commission Annual Audit Process**

Terry Miller, Chief of Administrative Services, requested that the State Commission reimburse the State Controller's Office for expenses for the performance of county commission expanded audit work.

The 2005-06 legislative session established statutes that required the State Controller's Office to:

- Issue guidelines for expanded annual audits of the 58 First 5 county commissions
- Review, analyze, comment, and report on the county commission annual audits
- Perform a range of associated quality control functions related to these audits

By statute, these activities are subject to funding by the State Commission. First 5 California has historically included a request to reimburse the State Controller's Office for the performance of these functions as a recurring approval request before the State Commission.

**MOTION/ACTION:** Commissioner Iseri moved that the Commission approve \$100,000 in funding to reimburse the State Controller's Office for actual expenses up to \$250,000 for Fiscal Year 2011-12 for the performance of the county commission expanded audit work as defined in California Health and Safety Code Section 130151. The motion was seconded by Commissioner Minon.

**DISCUSSION:** Commissioner Iseri asked for clarification if the amount was an augmentation to a previously executed contract. Ms. Miller said that was correct.

**PUBLIC COMMENT:** None.

**VOTE:** The motion was approved by a unanimous vote of the members present.

### **Agenda Item 9 – CARES Plus - Technical Correction**

Terry Miller, Chief of Administrative Services, requested the Commission approve a technical amendment to allow the carry over of unexpended CARES Plus funds.

In April 2010, the State Commission approved funding for CARES Plus. At that time, First 5 California anticipated that the implementation date for the program would be February 2011. However, due to several external delays, the launch of CARES Plus did not move forward until the end of April 2011. As a result, 34 participating counties were unable to begin their program outreach and development activities until May 2011, which created some fiscal impediments for participating counties.

A no-cost “technical amendment” that would allow CARES Plus funding to be carried over from one fiscal year to the next would provide participating counties with some flexibility in spending their CARES Plus dollars.

**MOTION/ACTION:** Commissioner McKeever moved that the Commission allow unexpended CARES Plus program funds in Fiscal Year (FY) 2010-11 to carry over into FY 2011-12, and allow unexpended FY 2011-12 funds to carry over into FY 2012-13. The motion was seconded by Commissioner Collis.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

**VOTE:** The motion was approved by a unanimous vote of the members present.

#### **Agenda Item 10 – Small Population County Funding - Technical Correction**

Terry Miller, Chief of Administrative Services, requested the Commission approve a technical correction to the small population county funding formula.

In April 2010, the State Commission approved a reasonable method to determine small population county funding beginning in fiscal year (FY) 2011-12.

While calculating the small population county formula, First 5 California staff discovered a disproportionately large amount of total small population county funds directed to a single small county. The problem was traced to a significant decline in births in Alpine county. The birthrate for Alpine county decreased approximately 69%, from 13 to 4, which skewed the funding allocation formula for the 16 small counties.

With input from NewPoint Group, the contractor that guided the development of the approved funding methodology, First 5 California found the formula could be easily stabilized by making a technical correction that would add a minimum birthrate threshold of 10 live births in the birthrate calculation. The technical change to the formula strengthens the equitable distribution of funds to the 16 eligible small population counties while minimizing the impact of extreme low birth outliers to the formula in the future.

**MOTION/ACTION:** Commissioner Iseri moved that the Commission approve the change to establish a minimum birthrate threshold of 10 live births in the inverse birthrate calculation to strengthen the equitable distribution of funds to the 16 eligible small population counties. The motion was seconded by Commissioner McKeever.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

**VOTE:** The motion was approved by a unanimous vote of the members present.

**Agenda Item 11 – Consent Calendar**

The Commission considered approval of the consent agenda items:

- January 26, 2011, Commission Meeting Minutes
- Agreement Ratifications: [July 20, 2011 Agreement Ratifications](#)

**MOTION/ACTION:** Commissioner McKeever moved that the Commission approve the consent calendar. The motion was seconded by Commissioner Collis.

**DISCUSSION:** Chair Kent said there was one contract between First 5 California and UCLA for the signature program and evaluation development that she and Vice Chair Munger worked with staff to renegotiate the terms that was reflected in contract number 7248.

**PUBLIC COMMENT:** None.

**VOTE:** The motion was approved by a unanimous vote of the members present.

**Agenda Item 12 – Adjournment**

Commissioner Collis moved for adjournment of the commission meeting. The motion was seconded by Commissioner Minion and was approved by a unanimous vote of the members present.

The next scheduled Commission Meeting is October 19, 2011, in Southern California.