



Minutes: Commission Budget and Planning Workshop

Date, time, location May 10, 2023 – First 5 San Bernardino
1:30 p.m. – Budget Workshop, Tech and Training Room

Special Presentations

Prop 31 Flavorban Overview and Revenue Impact
Presented by Executive Director, Karen E. Scott

Proposed Positions / Organization Chart
Presented by Assistant Director, Cindy Faulkner

Future Communications Plans
Presented by Communications Officer, Kimberly VandenBosch

Review of 2023 – 24 Proposed Budget
Presented by Chief Financial Officer, Debora Dickerson-Sims

Conflict of Interest Disclosure

Commission members shall review agenda item contractors, subcontractors, and agents, which may require member abstentions due to conflict of interest and financial interests.

A Commission member with conflicts of interests shall state their conflict under the appropriate item. A Commission member may not participate in or influence the decision on a contract for which their abstention has been recorded.

Attendees

Commissioners

- Diana Alexander
- Dr. Gwendolyn Dowdy-Rodgers
- Joshua Dugas
- Elliot Weinstein, M.D.

County Counsel
Dawn Martin

Staff

- Kim Browder, Business Support Manager
- Debora Dickerson-Sims, Chief Financial Officer
- Cindy Faulkner, Assistant Executive Director
- Alexa Gutierrez, Staff Analyst II
- Wendy Lee, Section Manager, Evaluation and Impact

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- Scott McGrath, Deputy Director of Systems and Impact
- Ronnie Robinson, Section Manager, Systems and Communication
- Karen Scott, Executive Director
- Marian Fam, Accountant III
- Kimberly VandenBosch, Communications Officer
- Peiyong Yang, Accountant III, Section Manager

Item No.	TOPIC
1	<p>Prop 31 Flavorban Overview and Revenue Impact</p> <ul style="list-style-type: none"> a) Once Flavorban takes effect, a 3.8% decline is expected in cigarette consumption. b) 10% – 15% decrease in cigarette sales expected over the next eight years. c) 1.5% – 5.4% annual decline expected in cigarette sales. (State-wide vs. Local) d) F5 San Bernardino’s collaborative efforts and partnerships will continue developing initiatives and system connections to provide services to children and their families. <p>(Presenter: Karen E. Scott, Executive Director 252-4251)</p>
2	<p>Proposed Positions / Organization Chart</p> <ul style="list-style-type: none"> a) Since 2015 there has been a Sustainability Plan in place to leverage funding, provide GAP Analysis, and ensure collective impact. One goal is to keep cohesiveness together and as we continue to move in the right direction. b) Proposed positions: <ul style="list-style-type: none"> i. One Staff Analyst II for Programs ii. One Staff Analyst II for Evaluations c) Staff Analysts assist with writing grants, providing quarterly reports, building systems differently, attend meetings, conduct research and gather data of legislative work. d) First 5 San Bernardino continues to showcase our work and its importance for children and their families. <p>(Presenter: Cindy Faulkner, Assistant Director, 252-4253)</p>
3	<p>Future Communications Plans</p> <ul style="list-style-type: none"> a) Promote more community engagement, parent education and awareness, children safety programs via radio, tv commercials, website and various facets. b) Collaboration with Community Engagement Specialist, LuCretia Dowdy, childcare providers, resources, liaisons and First 5 branding on how we message to our communities. <p>(Presenter: Kimberly VandenBosch, Communications Officer, 252-4283)</p>
4	<p>Review of 2023-24 Proposed Budget</p> <ul style="list-style-type: none"> a) Reviewed estimated expenditures, program services, community engagement, operations, improvement support, systems, and network building. b) Reviewed 2023 -2024 proposed revenue and budget factors. c) Reviewed proposed program services expenses and contractor expenditure trend. d) Looking at several different factors when capacity building with contractors. Found balance to avoid losses and overpayments. e) Proposed: Sponsorships with First 5 Riverside to conduct Kids Mental Health Conference. f) Proposed 5 Year Long Term Financial Plan with working balance of \$22 million. Continued efforts to ensure funding is providing services to children and their families, while educating parents on resources available in communities. <p>(Presenter: Debora Dickerson-Sims, Chief Financial Officer, 252-4269)</p>

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**Public
Comment**

Persons wishing to address the Commission will be given up to three minutes and pursuant to Government Code 54954.2(a)(2) "no action or discussion will be undertaken by the Commission on any item NOT on the agenda."

**Next
Commission
Meeting and
Adjournment**

May 10, 2023
3:30 p.m. to 5:00 p.m.

Attest

Elliot Weinstein, M.D., Chair

Kim Browder, Business Support Manager