

SUMMARY ACTION MINUTES

APPROVED: 11-12-09

FIRST 5 LA

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Commission Meeting
October 8, 2009

COMMISSIONERS PRESENT:

Commissioners:

Jonathan Fielding
Neal Kaufman
Don Knabe (Chair)
Marvin Southard (Vice Chair)
Evangelina Stockwell
Carolyn Wilder

Ex-Officio Commissioners:

Duane Dennis
Deanne Tilton
Harriette Williams

COMMISSIONERS ABSENT:

Commissioners:

Nancy Au (Excused)
Jane Boeckmann (Excused)
Corina Villaraigosa (Excused)

STAFF PRESENT:

Evelyn V. Martinez, Executive Director
Carol Baker, Director of Public Affairs
Yolanda Bosch, Director of Grants Management
& Legal Compliance
Tracey Hause, Finance Director
Armando Jimenez, Director of Research & Evaluation
Teresa Nuno, Director of Planning & Development
Maria Romero, Executive Assistant

LEGAL COUNSEL:

Craig Steele, Attorney-at-Law

CALL TO ORDER / ROLL CALL:

1. Chair Knabe called the meeting to order at 1:40 pm. Quorum was not present.

NOTE: Due to lack of quorum, the informational items on the agenda were addressed first until quorum could be established.

4. Announcements by the Commission Chair

RECEIVED

The following items were highlighted:

- Chair Knabe asked that the Commission meeting adjourn in memory of Derek Au (son of Commissioner Nancy Au) and Nancy Daly Riordan (leading children's advocate).
- The Children's Council has sunsetted per action taken by the Los County Board of Supervisor at the end of September. As such, the Children's Council will no longer be represented on the First 5 LA Board of Commissioners. Jacquelyn

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McCroskey will be honored for her service and dedication as the Council's representative to the Board of Commissioners at the November 12th meeting.

- Assembly Bill 1048 impacting the Safe Surrender Law did not survive the legislative process. Chair Knabe thanked everyone who supported the defeat of AB 1048. Since the enactment of the Safe Surrender Law, 75 newborn babies have been surrendered, with six babies so far in 2009.

5. Executive Director's Report

RECEIVED AND FILED

In addition to the written report, the following items were highlighted:

- **Family Place Library** – Executive Director Martinez thanked Commissioner Harriette Williams for representing First 5 LA at the opening of the Family Place Library Training Center in Carson. The Commission funded the training center which will enable librarians from throughout Los Angeles County and the State to be trained in the family place approach to building the literacy skills of young children. The event was also attended by the Chief County Librarian, State librarians and representatives from the offices of a number of elected officials. Popular children's author Rosemary Wells, a major advocate for children's literacy, also made a presentation at the event and offered First 5 LA the use of her illustrations of popular animal characters.

NOTE: With the quorum still not established, legal counsel suggested that staff reports be given for each action item on the agenda with no vote taking place until quorum could be established.

6. Review and Approve the Final Draft of the Comprehensive Annual Financial report (CAFR) Including the Independent Auditor's Report for the Fiscal Year Ended June 30, 2009

Finance Director Hause reported that Macias Gini & O'Connell LLP, Certified Public Accountants, have issued an unqualified ("clean") opinion on First 5 LA's financial statements for the year ended June 30, 2009. Management also provided a Letter of Transmittal and an overview and analysis of the basic financial statements in the form of Management's Discussion and Analysis (MD&A).

Finance Director Hause also reported financial highlights including a decrease in tobacco tax revenues by \$7.7 million (6% of revenue). This was primarily due to the decrease in sales of tobacco products and a decrease in the birth rate within Los Angeles County, which are the primary factor in determining the allocation of tobacco tax revenues.

The Commission reported expenditures of approximately \$171.2 million in FY 2008-09, an increase of \$31.6 million (23% over the prior year). The \$31.6 million reported increase is partially due to a prior period adjustment in the financial statements due to accounting for advances to LAUP as expenditures rather than as an Advance to Grantee of \$13.4 million. Actual expenditure increases included approximately \$9.1 million for Healthy Kids and \$10.7 million for Power of Preschool.

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The Commission's financial position remains strong with net assets totaling \$894,893,170. This was a decrease of approximately \$4.9 million from the previous year; however, this represented less than a one percent decrease primarily due to a decline in tobacco tax revenues.

Jim Godsey, Partner with Macias Gini & O'Connell LLP, congratulated First 5 LA for being awarded the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting. This Certificate recognizes excellent governmental accounting and financial reporting for First 5 LA's comprehensive annual financial reporting. First 5 LA is the only County Commission state-wide that has received this award.

Chair Knabe inquired about expenditure increases in Healthy Kids and Power of Preschool. Executive Director Martinez commented that the expenditure increase in Healthy Families was the result of the Commission's approval of an allocation from the general fund to offset the budget shortfall faced by MRMIBB for Healthy Families. Finance Director Hause commented that funding for Power of Preschool came from a separate granting source from the State.

Commissioner Fielding asked if future projections factored the substantial increase in federal tax that is going to further the demand placed on tobacco revenue. Finance Director responded that future projections included a slight acceleration of three percent (3%) in the decline of tobacco revenue.

7. Approval of 2008-09 Annual Report to First 5 California (State Commission)

Director Jimenez reported that each year staff prepares two versions of the Annual Report: 1) a report to the State Commission that provides fiscal and programmatic information in response to a Commission-designated template, and 2) a "user-friendly" report that is distributed to all First 5 LA stakeholders and includes the Commission's annual financial report, as well as significant activities and accomplishments for the year. The final draft of the State Annual Report for Fiscal Year 2008-09 (July 1, 2008–June 30, 2009), is due to First 5 California by November 1, 2009. Due to the large amount of data generated in response to the various sections of the Annual Report, the entire report via the web-based forms provided by the State Commission.

Chair Knabe inquired with regard to LAUP, if test scores were decreasing for 4-year old children between Fall and Spring. Director Jimenez commented that based on the last study performed, there was improvement shown as a result of students participating in preschool programs, learning much more than the norm.

Chair Knabe further inquired about how data on Healthy Kids was collected. Director Jimenez commented that clinical data on the decreased utilization of emergency room services was used from a study conducted by USC in collaboration with The California Endowment.

NOTE: A quorum was established at the conclusion of discussion on this agenda item (1:54 pm).

M/S (Jonathan Fielding / Marvin Southard) APPROVED AS RECOMMENDED

NOTE: Since quorum was established, a vote was taken on all action items previously discussed in the chronological order listed on the agenda.

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CONSENT CALENDAR: (Items 2 – 3)

2. Approval of Commission Meeting Minutes – Thursday, September 10, 2009

M/S (Jonathan Fielding / Neal Kaufman) APPROVED AS RECOMMENDED

3. Approval of Monthly Financials – August, 2009

M/S (Marvin Southard / Evangelina Stockwell) APPROVED AS RECOMMENDED

COMMISSION: (Items 4 – 10)

6. Review and Approve the Final Draft of the Comprehensive Annual Financial report (CAFR) Including the Independent Auditor’s Report for the Fiscal Year Ended June 30, 2009

M/S (Jonathan Fielding / Marvin Southard) APPROVED AS RECOMMENDED

NOTE: Chronological order of agenda items resumed with Item 8.

8. Approval of the Community Selection Principles to be Applied to the Selection of First 5 LA’s Target Communities

Director Nuno reported that on June 11, 2009, the First 5 LA Board of Commissioners approved a new Strategic Plan for FY 2009-2015. This strategic plan represented a new commitment by the Commission to directing funding to specific communities in Los Angeles County. The adoption of a “place-based” approach has multiple benefits, including the ability to focus resources on families most in need, to create a seamless pipeline for children through which to more effectively serve families along the continuum of a child’s development, to fund creative partnerships with families, community residents, and other funders, and to better measure First 5 LA’s impact across funding areas. In addition, place-based funding recognizes that the places where children live are strong influencers on their ability to be safe, healthy, and ready to learn. Since the approval of the strategic plan, staff has begun the process of identifying the communities where First 5 LA will target its funding in the next five years.

At the July 16th and September 17th Strategic Plan Implementation Commission Meetings, staff presented information about the community selection process that is currently ongoing. Commissioners directed staff to bring the principles of community selection to the Commission for discussion and approval. These principles are derived from the community selection criteria previously approved by the Commission in the FY 2009-2015 Strategic Plan. The principles are outlined below (in no particular order):

- **Data-Driven:** The selection of target communities will be based on the principles of rigorous inquiry. In our approach to selecting communities, First 5 LA will aim for standardization across communities and the use of criteria that are evidence based and research relevant. This will allow for objectivity and an ability to reduce biased interpretations of the results. First 5 LA will also document and share all data and methodology used in the community selection process so that information is available for public scrutiny and to demonstrate the reliability of the data that has been used.

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- **Select Only High-Need Communities:** The Commission approved the place-based approach in order to maximize its impact in communities that are most in need. Therefore, all of the target communities will be those that demonstrate high-need across a number of risk indicators.
- **Prioritize High-Need Communities based on their Strengths and Capacity:** Ten years of grantmaking at First 5 LA, as well as lessons learned through multiple other community change initiatives, indicate the importance of partnering with communities with existing capacity and strengths. This capacity and community strength is crucial to First 5 LA's ability to achieve its stated goals and includes the following characteristics:
 - **Community Leadership and Commitment:** Many community change initiatives have failed for lack of leadership and true commitment to partnering. First 5 LA will select communities that demonstrate existing leadership, engagement of multiple sectors in the process, and a commitment to partnering with First 5 LA in order to accomplish the stated outcomes.
 - **Community Infrastructure:** Successful implementation of First 5 LA's strategic plan will require the ability to partner with and build upon existing community infrastructure. This infrastructure includes that created by prior First 5 LA investments.
 - **Potential for Partnership:** First 5 LA desires to co-invest or partner with other funders to maximize its impact. Therefore, one aspect of a community's strength is the degree to which it has received prior investment and the existence of other potential partners.
- **Respect for Natural Community Boundaries:** First 5 LA is using the Best Start LA communities as a starting point for defining geographic boundaries. These geographic areas were created with respect to municipal boundaries and natural communities, along with high school feeder boundaries. However, as First 5 LA moves toward partnering with communities it will respect the community's input and allow for some flexibility in defining the final boundaries of the target communities.
- **Representation of Diverse Populations and Regions:** First 5 LA will maintain a balanced approach to selecting communities that represent the various geographic regions of LA County and that include a diversity of racial and ethnic populations.

Staff has divided the community selection process into three levels.

- **Level I: Needs Analysis**
 - **Part 1:** An initial analysis of community need based on Best Start LA indicators, the level of current First 5 LA investment, and the birth rate. This analysis resulted in the identification of 55 communities presented to the Commission on July 16th.
 - **Part 2:** A refinement of the Part 1 analysis based on identification of the indicators of need most commonly used across various studies, particularly within child readiness literature. Part 2 is being conducted by Healthy City,

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which is able to access more current data for various indicators. An analysis of this data will result in the identification of a sub-set of communities that will continue to Level II.

- **Level II: Strengths and Capacity Analysis** - An analysis of a community's strengths and capacities. Level II will be conducted through an array of resources. Healthy City will conduct an analysis of quantitative indicators of community strength, while staff-consultant teams will collect qualitative data through focus groups, community meetings, and stakeholder interviews. In addition, staff will draw upon in-house expertise gained from working in these communities for the past ten years.
- **Level III: Diversity** - A final consideration of the data and communities will ensure inclusion of communities from across the county and a diversity of racial and ethnic populations.

Commissioner Fielding inquired how transparent was the process going to be for the selection of target communities. Specifically, Commissioner Fielding wanted to know if there were going to be public venues where this information could be vetted or would it be provided to the Commission once the analysis was finalized and staff made a recommendation.

Director Jimenez commented that the process should be as transparent as possible because methodology that can be replicated will be used. This is most important during the Level II analysis, where qualitative data will be utilized.

Chair Knabe stressed that that process should be transparent. He stated that a public process was important.

Commissioner Fielding agreed with Chair Knabe and further stated that he wanted to make sure that the public had an adequate level of knowledge of the process and the criteria.

Commissioner Kaufman asked if it would be possible to hold an online webinar where the public could be provided with the selection criteria for feedback. Commissioner Kaufman believed this would be a more cost-effective approach rather than scheduling multiple meetings in the communities. Director Baker commented that through the Monday Morning Report (MMR), the public had an opportunity to make comments on the strategic planning process.

Commissioner Dennis commented that the webinar and the newly designed comment section of the Monday Morning Report (MMR) were good ideas; however, he felt that there should be a comprehensive communications strategy. Commissioner Dennis suggested that staff continue to explore a widespread communications strategy that would lead up to the selection of the communities.

Commissioner Southard commented that the weight of each selection indicator should also be made public.

Chair Knabe commented that the selection criteria needed to be clear and transparent since every community adversely impacted by the new place-based approach needed to know the criteria on which community selection would be made. Chair Knabe asked staff to come back with recommendations for Tier I and Tier II communities.

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Commissioner Stockwell commented that there would be communities of greatest need that would not be funded under the new place-based approach. She stated that her apprehension regarding these communities of greatest need was relieved after speaking to staff and learning that First 5 LA currently funded these communities; and, that such communities had an opportunity to build their future infrastructure and potentially be considered for funding under the new approach. Director Jimenez commented that the Countywide strategies will address some of the systematic issues and policy issues that would also benefit these particular communities. This means that these communities would not be absent of any opportunity to improve the priority measures selected by the Commission.

Commissioner Fielding requested that staff come back to the Commission, as an intermediate step, with comments on the process. He did not want for cities to be unaware of the current process and possibly lose a substantial amount of funding by being unaware.

Furthermore, Commissioner Fielding requested that staff come back to the Commission for approval of the criteria and scoring chart before it is finalized. He stated that the Board of Commissioners had the ultimate responsibility of reviewing and approving the criteria. While approval had been granted at the macro-level, Commissioner Fielding commented that approval should be granted at a level with more specificity.

Director Baker commented that higher engagement can be done in terms of communicating with the public, utilizing social media functions. The results of this engagement can then be brought back to the Joint Planning Committee for further input.

Gwen Walden, Consultant, commented that at the Joint Planning Committee meeting of September 26th, a discussion had taken place on the distinction between the specific criteria and the principles being presented. The discussion had been very productive and the consensus among the Commissioners present was that it would be better for the full Board of Commissioners to approve the principles at a higher level, allow the staff to develop the specific criteria, and make a recommendation to the Commission on the selected communities.

Commissioner Fielding disagreed with the process explained by Ms. Walden and reiterated that the public should be made aware of the specific criteria that will be used in the selection of target communities.

Commissioner Fielding asked to what degree was mobility and in/out stability in migration being considered because the stability of communities varies tremendously with some undergoing very rapid socio-demographic changes.

PROPOSED AMENDMENT:

Commissioner Fielding requested that staff come back to the Commission for approval of the criteria as an intermediate step prior to selection of communities.

Clarification was requested by staff regarding Commissioner Fielding request. It was the understanding of staff to have discussion at the November 19th Joint Planning

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Committee meeting with a subsequent update to be provided to the Board of Commissioners on the selection criteria which will include community input.

Chair Knabe disagreed and stated that the final criteria needed to be approved by the Board of Commissioners. While discussions can take place at the Joint Planning Committee meetings, the final recommendation needed to be approved by the Commission.

Executive Director Martinez inquired what impact would the vote on the selection criteria have on the timeline. Director Nuno responded that the timeline would be delayed by two months as the Commission was not scheduled to meet in December.

Commissioner Fielding asked if the criteria could be presented at the November 12th Commission meeting.

Ms. Walden cautioned Commissioners on the sensitivity of the selection criteria to be presented and discussed in a public meeting because of the obvious scrutiny by the public. Chair Knabe commented that for this exact reason, the decision should be made by the full Board of Commissioners and not at the Joint Planning Committee.

Chair Knabe expressed his strong desire that the Commission have final approval on such an important decision.

AMENDED MOTION:

Approval of the Community Selection Principles to be applied to the selection of First 5 LA's target communities with the understanding that staff will come back to the Commission for approval of the final criteria, as an intermediate step, prior to the selection of targeted communities.

M/S (Jonathan Fielding / Don Knabe)

APPROVED AS AMENDED

9. **PRESENTATION: Proposed Governance Structure and Next Steps in the Decision-Making Process**

Director Nuno reported that the presentation on the proposed governance structure built upon the internal assessment findings during the strategic planning period. Director Nuno welcomed the consultants from the TCC Group, Paul Connolly (Senior vice President) and Charles Fernandez (Consultants).

Mr. Connolly stated the following presentation objectives:

- a. Review of findings on governance issues in the strategic planning process.
- b. Presentation on Best Practices in Governance.
- c. Discussion on the current and potential future role of F5LA's Board of Commissioners.
- d. Appointment of Ad Hoc Committee on Board committee structure.

Commissioner Fielding commented that having been on a number of Boards, he found it unusual that the consultants were hired by staff rather than by the Commissioners, especially for an issue such as governance structure.

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Executive Director Martinez commented that the process for selecting the consultants had been approved by the Board of Commissioners. Executive Director Martinez asked for clarification. Since Commissioner Fielding was questioning the hiring of the TCC Group, although the process had been previously approved by the Commission, did he want for the process to started again.

Mr. Connelly interjected and commented that the TCC Group saw its charge as providing strategic planning assistance to the entire organization. The view of the TCC Group was holistic, in terms of the governance, management, leadership and programs because these components are all interconnected. Governance is an integral part of the organization.

Director Nuno commented that the Commission had approved the process and scope of work for the current strategic planning effort. As part of the process, Commissioners were consulted and provided input that contributed to the findings, which were to not only lessons that can be learned around programmatic efforts but also structurally in its governance role.

Mr. Connelly commented that those Commissioners who attend the Joint Planning Committee meeting of September 17th asked the TCC Group to explore further the identified issues regarding the organization's governance structure.

Mr. Fernandez reported that the findings being presented were based on the assessment done by The Sandoval Group during Phase I of the strategic planning process. Key findings included:

- a. Clarification of the role of Commissioners, particularly in program development and in the organization's day-to-day operations.
- b. Clarification of the role, value, and involvement of ex-officio members.
- c. Clarification of how committee chairs are selected.
- d. Impact of the Brown Act on internal communications and the decision-making process.
- e. Potential or perceived conflict of interest at the Commission level.
- f. Working relationship between Commissioners and staff members.
- g. The effectiveness of the initiative liaison structure.

As part of the discussion on governance, the follow seven questions were presented for consideration in gauging the effectiveness of the current organization's governance.

1. Are roles and responsibilities clear?
2. Does the board's size and composition meet the organization's needs?
3. Do committees reflect current needs? Are they functioning well?
4. Is there a strong professional relationship with the CEO?
5. Does the board support the CEO?
6. Is every board member a leader?
7. Is the board building the organization's reputation and finances?

Mr. Connelly also spoke about the notion regarding duty of loyalty, specifically to the responsibility of Commissioners being loyal to First 5 LA. As Commissioners, the question must be raised, "What can my organization do for First 5 LA?"

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Chair Knabe commented that he understood the notion of loyalty to First 5 LA as a Commissioner; however, he expressed that the Commission had a responsibility to the provision of services to children which may extend beyond First 5 LA.

Commissioner Tilton expressed concern with how the duty of loyalty concept was being presented. She found this term to be artificial for an organization that brings together different constituencies, all on behalf of children, but each with expertise and knowledge in the realm of child welfare, health and safety.

Chair Knabe commented that perhaps duty of loyalty was the wrong choice of words.

Commissioner Stockwell inquired how the pressure that is placed upon certain Commissioners (County employees, political appointees) was going to be addressed during the governance discussion. In these instances, Commissioner duty of loyalty may not necessarily be to the children being served but rather to the employer or appointing entity.

Commissioner Fielding commented that he felt a cookie-cutter approach was being applied to First 5 LA. Given that First 5 LA is a public entity, it is characteristically different from a 501c(3) organization or a private foundation. The individuals serving on the Commission come from the realms of public service with expertise in children's issues. He felt that what was being presented was not necessarily appropriate for First 5 LA.

Mr. Connelly reminded Commissioner Fielding that the TCC Group was following the direction given by the Commissioner who attended the September 17th Joint Planning Committee meeting.

Chair Knabe commented that the County is the ultimate safety net for the children and that First 5 LA was another avenue created by the concept of government by initiative. The mission of First 5 LA falls in alignment with that of the County's safety net.

Commissioner Southard commented that Commissioners represented a field of expertise rather than a specific organization, in the interests of the greater good of kids.

Commissioner Dennis commented that it would be helpful to have a copy of the ordinance, as First 5 LA is ordinance driven. He also commented that governance should be strategically driven based on the organization's strategic plan.

Chair Knabe commented that he was more interested in having a realistic conversation regarding operational issues, committee structures and relationships with staff since Commissioner areas of responsibility will not be changed. Furthermore, Chair Knabe reiterated that he felt none of the Commissioners had any confusion regarding the balance of interest in their respective responsibilities toward serving children.

Commissioner Kaufman commented that he did not understand what was the benefit of discussing, in great detail, any confusion that may be present. There is no mathematical formula to divide Commissioners' loyalty to serving the children and to their appointing entity. In short, there is a duality of interest. The focus of discussion should center more on potential conflict of interests.

Moving forward with the discussion, Mr. Connelly asked the Commissioners to consider whether new leadership was being nurtured effectively in combination with retaining

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expertise and a history of the Commission. Mr. Connelly also asked the Commissioners to consider conflict of interest issues and whether they wanted to have a code of conduct further clarifying conflicts of interests.

Chair Knabe commented that the State regulations on conflict of interest were clear with very little left for interpretation among public organizations. Regarding the nurturing of new leadership, the pool of appointments is limited based on the time commitment required to serve on this Commission.

Mr. Connelly commented on the shifting roles of the governing body focusing less on operation issues and more in overall strategy and policy oversight as an organization continues to mature. Specifically, Mr. Connelly outlined the following concepts for consideration.

1. Respectful and trusting relationship between Board and CEO and between Board and staff.
2. Clearly defined roles for each.
3. Strong and transparent communication channels.
4. Executive Committee serves as sounding board for CEO on key issues and new ideas.

The following set of critical questions were drafted, in consultation with Commissioners, regarding the critical issues that the Commission may need to address in the strategic planning process to ensure that the Commission is operating in sync with the priorities that have been established.

1. How can Commissioners primarily represent the interests of First 5 LA while also representing other political or agency interests?
2. Given where First 5 LA is in its organizational development, what is an appropriate role for Commissioners in program development, implementation, and evaluation?
3. How can First 5 LA build its staff capacity in order to enhance the Board of Commissioners' level of trust in the quality of the Commission's work? How can the Board support this capacity-building process?

Chair Knabe commented that some of the decisions made by the Commission should be openly discussed and not nurtured at the staff level. Regarding committee structure, Chair Knabe stated that policy decisions should be made at the Commission level and not at the committee level, especially if consensus cannot be reached at the committee level. Issues should not be delayed at the committee level for lack of consensus. These issues should be moved forward to the Commission level. In his view, there should be open communication between Commissioners and staff which can lead to a more trustworthy relationship.

Mr. Connelly asked Commissioners to consider whether the current committee structure was working well. If not, what changes at this stage of organizational development would help the organization achieve its mission better. Chair Knabe reminded everyone that First 5 LA committees were governed by Brown Act guidelines and Commissioner participation may be limited if committee meetings were not to be public.

NOTE: Chair Knabe excused himself from the meeting. Vice Chair Southard assumed leadership and continued the meeting for the remaining agenda items.

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Commissioner Southard commented that he would welcome a change to the Commission's committee structure. Currently, it is complicated and a simplification is something that is in order, particularly a move away from the program-specific arrangement of the past.

Commissioner Kaufman commented that he was dissatisfied with the current committee structure. Furthermore, he said that he had perfect acceptance of an Executive Committee, somehow figuring out how it could be Brown Act compliant. Commissioner Kaufman was supportive of the committee structure being presented for discussion.

Commissioner Tilton suggested that other County Commissions be contacted to see how their governance structure was organized. Commissioners Southard and Fielding were not supportive of this request because of First 5 LA's unique status of being an independent Commission.

Commissioner Tilton asked for clarification on the role of Ex-Officio Commissioners regarding Brown Act regulations and quorum guidelines. Specifically, Commissioner Tilton asked why Ex-Officio Commissioners were counted for the applicability of Brown Act regulations in committee meetings but were not counted for quorum guidelines of the Commission as a whole.

Legal Counsel Steele stated that he would provide clarification, in writing, as part of the process in determining the future governance structure of the Commission based on the strategic planning process. Furthermore, Legal Counsel Steele stated that he was very conservative in the application of the Brown Act and would put into writing his analysis for all Commissioners.

Commissioner Fielding inquired if it would be a good idea to contact the District Attorney for an opinion. Legal Counsel Steele discouraged such type of request.

Based on the discussion surrounding the future direction of the Commission's governance structure, Commissioners directed staff to communicate to the Commission Chair the request of the Board to form an Ad-Hoc Committee to explore various parts of governance structures with priority being the clarification of the committee structure.

Executive Director Martinez asked for clarification regarding the membership of the Ad-Hoc Committee, specifically if this committee would be governed by the Brown Act. Legal Counsel stated that the committee would be governed by the Brown Act; therefore, if more than four Commissioners were to be appointed to this committee, then the meetings would be public.

Staff was also directed to prepare the upcoming Joint Planning Committee, scheduled for October 26th, for a discussion on the governance structure which would yield recommendations that would be brought back to the Board for future discussion and approval in January, 2010.

Mr. Connelly asked if the Commission wanted to examine its code of conduct related to conflict interest. Legal Counsel commented that the Commission has done a great job of avoiding legal conflicts of interest. There is a local conflict of interest code, which follows

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State law, that is approved annually. Commissioners also receive ethics training where the issue of perceived conflicts of interest is addressed.

12. Public Comment

None.

NON-AGENDA ITEM

Commissioner Kaufman asked that staff investigate the feasibility of funding a Department of Public Health project to look at place-based strategies that improve nutrition to decrease childhood obesity as well as smoking cessation. This project would have a greater feasibility of being funded if First 5 LA could commit matching funds. Commissioner Kaufman asked that staff report back to the Commission at a future date.

ADJOURNMENT

The meeting adjourned at 4:25 pm.

The next regularly scheduled Commission meeting will be on:

November 12, 2009 at 1:30 p.m.
Multi-Purpose Room
750 N. Alameda Street
Los Angeles, CA 90012

Meeting minutes were recorded by Maria Romero.