
Inventory of the California Children and Families Commission Records

Collection number: R391

California State Archives
Office of the Secretary of State
Sacramento, California

Processed by:

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Descriptive Summary

Title: California Children and Families Commission Records

Dates: 1999-2002

Collection number: R391

Creator: California Children and Families Commission

Collection Size: 3 cubic feet

Repository: California State Archives
Sacramento, California

Abstract: The records of the California Children and Families Commission (CCFC) include 3 feet of textual records covering the years 1999 to 2002. The majority of the records consist of meeting files, detailing the Commission's monthly meetings from October 1999 to November 2002.

Physical location: California State Archives

Languages: Languages represented in the collection: English

Access

Collection is open for research.

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Preferred Citation

[Identification of item], California Children and Families Commission Records, R391.[series number], [box and folder number], California State Archives, Office of the Secretary of State, Sacramento, California.

Acquisition and Custodial History

The California State Archives acquired the records of the California Children and Families Commission according to state law.

Administrative History

The California Children and Families Commission (CCFC) is also known variously as the California Children and Families First State Commission, or as First 5 California. In November 1998, voters passed Proposition 10, which created the California Children and Families First Program, with the CFCC as its governing board. Funding for the program comes from tax on cigarettes of 50 cents per pack, and on other tobacco products as well. Proposition 10 was approved by a margin of 50.5 to 49.5 percent; its primary backer was filmmaker and activist Rob Reiner, who later became the Commission chairman.

According to its bylaws, the State Commission's official purpose is "promoting, supporting, and improving the early development of children from the prenatal stage to five years of age." Proposition 10 gave the Commission a specific set of twelve functions: dissemination of public information and educational materials regarding early childhood development to members of the public and professionals; adopting guidelines for an integrated and comprehensive statewide early childhood development program; collecting data to measure the results achieved by the adopted guidelines; providing for independent research on the effectiveness of the adopted guidelines and on other

programs for early childhood development; solicitation of input from professionals in the field of early childhood development; providing technical assistance to county commissions in early childhood development programs; reviewing the annual audits and reports of the county commissions; applying for grants, gifts, donations, or contributions to the state program; entering into contracts to carry about the provisions of Proposition 10; advising the Governor and the Legislature about proposals for state laws, regulations or services and how they affect early childhood development.

One of the Commission's main areas of focus has been education. Although it provides no educational services directly, the CCFC makes provisions for children in need which it believes will help them get a better education, beginning before they enter preschool. Two ways in which it does this are by providing information about health services, so that children begin school with proper immunizations and do not pose a health risk to other students; and by helping facilitate access to family counseling, so that children from emotionally distressed homes can succeed in school.

The CCFC also provides information to parents on how to raise children in a healthy environment at home, by educating them about the need for proper nutrition and exercise, and through an extensive public relations campaign to discourage the use of tobacco products.

Scope and Content

The records of the California Children and Families Commission (CCFC) include 3 feet of textual records covering the years 1999 to 2002. The majority of the records consist of meeting files, detailing the Commission's monthly meetings from October 1999 to November 2002. Meeting files from October 1999 to December 2001 are comprehensive, including agendas of upcoming meetings, minutes of past meetings, funding proposals from local government agencies and nonprofit organizations, legislative bill analyses by the CCFC staff, and budget documents from the Governor's office. However, files from March to September 1999, and from January to November 2002, consist only of agendas and minutes, and are thus not as comprehensive or informative.

Also included are meeting files, consisting solely of agendas and minutes, of three advisory committees which worked under the Commission during this time period - the Advisory Committee on Diversity, the Guidelines Advisory Committee, and the Technical Assistance Advisory Committee. Although less comprehensive, the minutes of these meetings do provide crucial information about these committees' duties and responsibilities.

This collection will be of interest to researchers looking into how statewide programs for early childhood development are adopted and implemented, as well as how statewide agencies interact with their local (county and city) counterparts.

Indexing Terms

The following terms have been used to index the description of this collection in the library's online public access catalog.

California. Children and Families Commission

Early childhood development

ID R391.01, Series 1 **Meeting Files 1999-2002**
Boxes 1-3, **Physical Description:** 57 file folders
Folders 1-13

Arrangement

Arranged chronologically by meeting date.

Scope and Content Note

Meeting files consist of agendas and minutes for that meeting date. Many files also include information sent to Commission members regarding items to be discussed or voted on at upcoming meetings. Such items include analyses of proposed legislation affecting early childhood development; funding proposals from local government agencies or nonprofit organizations; budget documents from the Governor's office showing how early childhood education would be affected in proposed budgets; and drafts of the previous meeting's minutes to be approved by the Commission.

Advisory Committee on Diversity

ID R391.02, Box 3,
Folder 14

Series 1 **Meeting Files 2000-2002**

Physical Description: 1 file folder

Arrangement

Arranged chronologically by meeting date.

Scope and Content Note

Meeting files of the Advisory Committee on Diversity consist exclusively of agendas and minutes for each meeting date. Established in September 2000, the Advisory Committee was charged with assisting the State Commission in serving ethnically, culturally, and linguistically diverse populations, as well as children with special needs. Among its duties were: advising the State Commission on policy issues relating to diversity and equity, serving on review panels for funding proposals to ensure services were reaching diverse populations, reviewing media and outreach policies to ensure that they were reaching diverse populations, and soliciting input from organizations and community groups.

Guidelines Advisory Committee

ID R391.03, Box 3,
Folder 15

Series 1 **Meeting Files 1999**

Physical Description: 1 file folder

Arrangement

Arranged chronologically by meeting date.

Scope and Content Note

Meeting files of the Guidelines Advisory Committee consist exclusively of agendas and minutes for each meeting date. The Guidelines Advisory Committee, established in May 1999, was charged with advising the State Commission on how best to implement its mandate under the language of Proposition 10. Specifically, the Committee dealt with the section of Proposition 10 that required the State Commission's guidelines to address, at a minimum, the areas of parental education and support services, the availability and provision of high quality, accessible and affordable child care and the provision of child health care services. The Guidelines Advisory Committee had four subcommittees: Child Care Services, Family Support/Parent Education, Child Health Care Services, and Planning Subcommittees. The agendas and minutes of the Subcommittee meetings are included as part of the full Committee's files in this series.

Technical Assistance Advisory Committee

ID R391.04, Box 3,
Folder 16

Series 1 Meeting Files 1999

Physical Description: 1 file folder

Arrangement

Arranged chronologically by meeting date.

Scope and Content Note

Meeting files of the Technical Assistance Advisory Committee consist exclusively of agendas and minutes for each meeting date. Established in June 1999, the Technical Assistance Advisory Committee served both the State Commission and each of the county commissions dealing with early childhood development. As its name suggests, the Committee provided advice on technological matters, such as how to best use videoconferencing, the Internet, and other emerging technologies in the delivery of services to children and their families. For its first several months, the Committee appears to have spent most of its time discussing the design and functions of the State Commission's web site.