

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Regular Meeting
Wednesday, June 3, 2015
2:00 P.M.

Kern County Superintendent of Schools
1300 17th Street, Board Room 1A
Bakersfield, California

AGENDA

COMMISSION TO CONVENE

ROLL CALL: Commissioners: Aunai, Jonah, Murphy, Rhoades, Robles, Sandrini, Scrivner, Walker, Wasson

CONSENT AGENDA / OPPORTUNITY FOR PUBLIC COMMENT: ALL ITEMS LISTED WITH AN ASTERISK (*) ARE CONSIDERED TO BE ROUTINE AND NON-CONTROVERSIAL BY COMMISSION STAFF. CONSENT ITEMS WILL BE CONSIDERED FIRST AND MAY BE APPROVED BY ONE MOTION IF NO MEMBER OF THE COMMISSION OR AUDIENCE WISHES TO COMMENT OR ASK QUESTIONS. IF COMMENT OR DISCUSSION IS DESIRED BY ANYONE, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED IN THE LISTED SEQUENCE WITH AN OPPORTUNITY FOR ANY MEMBER OF THE PUBLIC TO ADDRESS THE COMMISSION CONCERNING THE ITEM BEFORE ACTION IS TAKEN.

PUBLIC PRESENTATIONS

- 1) This portion of the meeting is reserved for persons to address the Commission on any matter not on this agenda but under the jurisdiction of the Commission. Commissioners may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information or request staff to report back to the Executive Committee at a later meeting. Also, the Commission may take action to direct staff to place a matter of business on a future agenda. **SPEAKERS ARE LIMITED TO TWO MINUTES. PLEASE STATE YOUR NAME BEFORE MAKING YOUR PRESENTATION.**

REPORTS AND ANNOUNCEMENTS

- 2) Committee member announcements and reports – Commissioners may make an announcement or a report on their own activities. They may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. (Gov. Code 54954.2[a])
- 3) Budget and Finance Committee Report – Commissioner Murphy
- 4) Technical Advisory Committee Report – Commissioner Robles



- 5) Outreach and Communications Report – Jan St Pierre, Communications Officer
- 6) Executive Director’s Report – Roland Maier, Executive Director

SPECIAL PRESENTATIONS

- 7) Parent Education and Support Services, Focus Area 2 – Anastasia Lester, Program Officer
- 8) Greater Bakersfield Legal Assistance, Inc., Domestic Violence Reduction Project and the Guardianship Caregiver Project – Estela Casas, Esq., Executive Director

ACTION ITEMS

- 9) *Minutes of the Children and Families Commission meetings of April 1, 2015
- 10) *Committee Appointments – CHAIRPERSON MAKE AND COMMISSION APPROVE APPOINTMENTS TO THE TECHNICAL ADVISORY COMMITTEE, BUDGET AND FINANCE COMMITTEE, PERSONNEL, PROJECT REVIEW AND THE COMMUNITY OUTREACH AND COMMUNICATION COMMITTEES.
- 11) Fiscal Year 2015-16 Budget – ADOPT THE FISCAL YEAR 2015-16 BUDGET; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS AND TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.
- 12) Five-Year Financial Plan – APPROVE THE FIVE-YEAR FINANCIAL PLAN; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS AND TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.
- 13) Professional Services Agreement with Marc R. Thibault – APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH MARC R. THIBAULT, INDEPENDENT CONSULTANT; FOR A TERM OF ONE YEAR; IN AN AMOUNT NOT TO EXCEED \$27,000; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.
- 14) Professional Services Agreement with Jianjun Wang, Ph.D. – APPROVE AN AGREEMENT WITH JIANJUN WANG, PH. D. AS PRINCIPAL INVESTIGATOR FOR EVALUATION SERVICES; FOR A TERM OF THREE YEARS, IN AN AMOUNT NOT TO EXCEED \$96,720 ANNUALLY; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE ANY AGREEMENTS OR OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.

- 15) *Professional Services Agreement Abila, Inc. – APPROVE GL SOFTWARE TENDERED BY ABILA, INC., MIP FUND ACCOUNTING; IN AN AMOUNT NOT TO EXCEED \$26,835.20; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE AGREEMENT OR ANY OTHER DOCUMENT(S) TO PROVIDE THE SERVICES AND PROGRAM DESCRIBED, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS PROJECT.
- 16) Professional Services Agreement Mosaic, Inc. – APPROVE EXTENSION TO MOSAIC, INC. FOR A 3 MONTH TERM BEGINNING JULY 1, 2015 THROUGH SEPTEMBER 30, 2015; IN AN AMOUNT NOT TO EXCEED \$48,750; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE AMENDMENT OR OTHER DOCUMENT(S) TO PROVIDE THE SERVICES AND PROGRAM DESCRIBED, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE CONTINUED FUNDING OF THIS PROJECT.
- 17) Renewal of Lease Agreement for Office Space – AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE RENEWAL FOR THE PROPERTY LOCATED AT 2724 L STREET IN BAKERSFIELD FOR A TERM OF THREE YEARS BEGINNING JULY 1, 2015 THROUGH JUNE 30, 2018; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE LEASE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM.

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

- 18) *Monthly Financial Report of March and April 2015 – RECEIVE AND FILE
- 19) *Report on Expenditure under the Policy on Support of Community Activities and Events (Greenfield HELPS Collaborative) – RECEIVE AND FILE
- 20) *Meeting Notes of the Budget and Finance Committee meeting of May 5, 2015 – RECEIVE AND FILE
- 21) *Letter from Betty T. Yee, California State Controller, dated April 22, 2015, re: completed desk review of the annual audit – RECEIVE AND FILE
- 22) *Professional Services Agreement between Worklogic HR Legal Solutions and Kern County Children and Families Commission – RECEIVE AND FILE

ADJOURNMENT

- 23) Adjourn to Wednesday, August 5, 2015, 2:00 P.M., 1300 17th Street, Board RM 1A



FUTURE MEETINGS

First 5 Kern Commission	August 5, 2015	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	October 7, 2015	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	December 2, 2015	2:00 P.M.	KCSOS 1300 17 th St.
Technical Advisory Committee	June 15, 2015	10:00 A.M.	First 5 Kern Office
Technical Advisory Committee	September 21, 2015	10:00 A.M.	First 5 Kern Office
Technical Advisory Committee	December 14, 2015	10:00 A.M.	First 5 Kern Office

COMMITTEE ASSIGNMENTS – STANDING COMMITTEES (Subject to Change)

EXECUTIVE

Rhoades (Chair)
 Sandrini (Vice Chair)
 Murphy (Treasurer)
 vacant (Secretary)

TECHNICAL ADVISORY

Robles (Chair)
 Sandrini
 Walker

PERSONNEL

Sandrini (Chair)
 Jonah
 Rhoades
 Walker

BUDGET AND FINANCE

vacant (Chair)
 Aunai
 Murphy
 Robles

COMMITTEE ASSIGNMENTS – AD HOC COMMITTEES (Subject to Change)

COMMUNITY OUTREACH
 AND COMMUNICATIONS

Jonah (Chair)
 Aunai
 Robles
 Walker

PROJECT REVIEW

Murphy (Chair)
 Scrivner
 Jonah
 Rhoades

COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

The meeting facilities of First 5 Kern (the Kern County Children and Families Commission) are accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of First 5 Kern may request assistance at the First 5 Kern office, 2724 L Street, Bakersfield, California or by calling (661) 328-8888. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting material available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.

