

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Wednesday, June 3, 2015
Kern County Superintendent of Schools
1300 17th Street, Board Room 1A
Bakersfield, California

MINUTES

COMMISSION TO CONVENE

Present: Commissioners: Jonah, Murphy, Rhoades, Sandrini, Scrivner, Walker, Wasson

Absent: Commissioner: Aunai, Robles

Note: Ai, Jh, My, Rs, Rbs, Si, Sr and Wr are abbreviations for Commissioners, Aunai, Jonah, Murphy, Rhoades, Robles, Sandrini, Scrivner and Walker respectively. Alternate Commissioners are also similarly denoted. For example “Co-Rd” denotes Commissioner Curioso made the motion and Commissioner Reed seconded it. The abbreviation “AB” means absent and “ABD” abstained. “All ayes” means that all Commissioners present voted affirmatively. “NO” indicates a negative vote by the indicated Commissioner(s).

PUBLIC PRESENTATIONS

- 1) Paula De La Riva-Barerra, Program Officer introduced Emily Hernandez, Outreach Coordinator, Community Health Initiative. Ms. Hernandez announced that the Outreach Enrollment Retention and Utilization Committee won the Beautiful Bakersfield Award under the health category for the creation of *The Path to Good Health* booklet.

REPORTS AND ANNOUNCEMENTS

- 2) None
- 3) Budget and Finance Committee Report
 - Commissioner Murphy deferred to Mr. Maier who reported on the Budget and Finance Committee meeting of May 5, 2015. The Committee discussed the 2015-16 Fiscal Year Budget, Five-Year Financial Plan and made recommendations for approval by the Commission.
- 4) Technical Advisory Committee Report
 - Mr. Maier reported that by request from the Commission, the TAC is having discussions regarding First 5 Kern’s reduced funds and what should be our focus going forward.
- 5) Outreach and Communications Report
 - Jan St Pierre, Communications Officer, asked everyone to save the dates of Friday, June 12, 2015, to attend the First 5 Kern night at the Bakersfield Blaze game and Saturday, July 18, 2015, for KidsFest, 9 a.m. to 2 p.m., at the Kern County Museum.

6) Executive Director’s Report

- Mr. Maier reported that he met with Deborah Corley, owner of Debbie Doo’s Daycare, regarding her concern for funding in-home private daycares. He stated that Ms. Corley realized that the deadline for funding has passed, but would like to be considered in the next RFP. Mr. Maier invited Ms. Corley and other daycare providers to sit-in on the TAC meetings and ASQ trainings.
- Mr. Maier reported that his grandson, Dylan Jacob Torres, was born May 18, 2015, happy and healthy. Also, Diana Navarro, research associate, gave birth to her son, Jacob, and mom and baby are doing well.
- Mr. Maier gave an update on the data management transition from Mosaic to Persimmony. He stated that Persimmony is working to resolve some field issues and the trainings for contractors will begin in late July, early September 2015.
- Mr. Maier gave a legislative update on SB 591 and SB 277.
- Mr. Maier gave an update on First 5’s transition from the County.
- Mr. Maier reported that the First 5 Association of California has made it possible for all Commissioners to log into the Intranet to receive weekly updates from the Association, First 5 California and to the other 58 county First 5s.
- Mr. Maier reported that First 5 Kern is working in conjunction with Tammy Burns, Kern County Superintendent of Schools, to receive IMPACT funding from First 5 California, which will provide support to a network of local quality improvement systems to better coordinate, assess and improve the quality of early learning setting.

SPECIAL PRESENTATIONS

7) Parent Education and Support Services, Focus Area 2

- Anastasia Lester, Program Officer, gave a PowerPoint presentation on Focus Area 2 – Parent Education and Support Services – outlining the goal and program specific services under focus area 2 and responded to questions.

8) Greater Bakersfield Legal Assistance, Inc., Domestic Violence Reduction Project and the Guardianship Caregiver Project – Estela Casas, Esq., Executive Director and Michelle Hill

- Estela Casas, Esq., Executive Director, GBLA and Michelle Hill, Advocate, GBLA, gave a presentation on the Domestic Violence Reduction program and the Guardian Caregiver Project that are funded by First 5 Kern and thanked the Commission for its support.

ACTION ITEMS

- Jh-Wk 9) Minutes of the Children and Families Commission meeting of April 1, 2015 – APPROVED
Ai, Rbs-AB
All Ayes
- Jh-Wk 10) Committee Appointments – CHAIRPERSON MAKE AND COMMISSION APPROVED
Ai, Rbs-AB APPOINTMENTS TO THE TECHNICAL ADVISORY COMMITTEE, BUDGET AND
All Ayes FINANCE COMMITTEE, PERSONNEL, PROJECT REVIEW AND THE COMMUNITY
OUTREACH AND COMMUNICATIONS COMMITTEES.

My-Si
Ai, Rbs-AB
All Ayes



- 11) Fiscal Year 2015-16 Budget – ADOPTED THE FISCAL YEAR 2015-16 BUDGET; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS AND TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.

My-Wr
Ai, Rbs-AB
All Ayes

- 12) Five-Year Financial Plan – APPROVED THE FIVE-YEAR FINANCIAL PLAN; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS AND TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.

Si-My
Ai, Rbs-AB
All Ayes

- 13) Professional Services Agreement with Marc R. Thibault – APPROVED THE PROFESSIONAL SERVICES AGREEMENT WITH MARC R. THIBAULT, INDEPENDENT CONSULTANT; FOR A TERM OF ONE YEAR; IN AN AMOUNT NOT TO EXCEED \$27,000; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.

Jn-My
Ai, Rbs-AB
All Ayes

- 14) Professional Services Agreement with Jianjun Wang, Ph.D. – APPROVED 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; AUTHORIZED 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.

Jh-Wk
Ai, Rbs-AB
All Ayes

- 15) Professional Services Agreement Abila, Inc. – APPROVED GL SOFTWARE TENDERED BY ABILA, INC., MIP FUND ACCOUNTING; IN AN AMOUNT NOT TO EXCEED \$26,835.20; AUTHORIZED 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 AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS PROJECT.

Jh-Wk
Ai, Rbs-AB
All Ayes

- 16) Professional Services Agreement Mosaic, Inc. – APPROVED EXTENSION TO MOSAIC, INC. FOR A THREE-MONTH TERM BEGINNING JULY 1, 2015 THROUGH SEPTEMBER 30, 2015; IN AN AMOUNT NOT TO EXCEED \$48,750; AUTHORIZED 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 AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE CONTINUED FUNDING OF THIS PROJECT.

Si-My
Ai, Rbs-AB
All Ayes

- 17) Renewal of Lease Agreement for Office Space – AUTHORIZED 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

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

ADJOURNED @ 2:57 P.M.

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