

**FIRST 5 KERN**  
**KERN COUNTY CHILDREN AND FAMILIES COMMISSION**

Wednesday, June 7, 2017  
Kern County Superintendent of Schools  
1300 17<sup>th</sup> Street, Room 1A  
Bakersfield, California

**MINUTES**

COMMISSION CONVENED @ 2:00 P.M.

Present: Commissioners: Couch, Jonah, Lerude, Murphy Robles, Sandrini, Sill, Wasson

Absent: Commissioner: Aunai

Note: Ai, Ch, Jh, Le, My, Rs, Si, Sl, and Wr are abbreviations for Commissioners, Aunai, Couch, Jonah, Murphy, Lerude, Robles, Sandrini, Sill, and Wasson 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) None

REPORTS AND ANNOUNCEMENTS

- 2) None
- 3) Budget and Finance Committee Report
  - Commissioner Murphy reported out on the Budget and Finance Committee meeting of Tuesday, May 16, 2017, and thanked the staff for its solid work.
- 4) Executive Director’s Report
  - Mr. Maier introduced two new staff, Analy Martinez, Program Officer and Christine Lollar, Communication and Media Specialist, and both gave a brief bio of themselves.
  - Mr. Maier reported that the scheduled twelve town halls are complete and that staff will take the information collected from the meetings to the Technical Advisory Committee to build on the 2020-25 RFP.
  - Mr. Maier distributed a document from First 5 Association of California tracking legislation that will be helpful to our organization.
  - Mr. Maier distribution the new Commission committee and subcommittee assignments adding that there were no changes.
  - Mr. Maier asked that the Executive Committee prepare to meet in July to discuss Policy changes and that Sharon Powell, Administrative Assistant, will call to schedule the meeting.
  - Mr. Maier distributed research articles, *Vermont’s Early Care & Learning Divided* by the Wilder Research, *Mother-Infant Room-Sharing and Sleep Outcomes in the*



*INSIGHT Study*, by Ian M. Paul, MD, *Do Academic Preschools Yield Strong Benefits? Cognitive Emphasis, Dosage, and Early Learning*, from the Journal of Applied Developmental Psychology and the Kern County Network for Children Report Card was released today, that he did not have a hard copy of the report but would provide the email link to the Commission this afternoon.

- Mr. Maier reported that we are working with the Marcom Group to rebuild our website to make it more robust and user friendly and hope to have it completed sometime in July 2017.

### SPECIAL PRESENTATIONS

- 5) Contractor Highlight
  - Marycela Tamez, Supervisor, Medically Vulnerable Infant Program gave a PowerPoint presentation covering case management services for families with infants who graduate from the Neonatal Intensive Care Units (NICU) and responded to questions.
- 6) Contractor Highlight
  - Marc Thibault, Project Director, Medically Vulnerable Care Coordination Project gave a PowerPoint presentation covering the program's background, mission statement, financial support, transformative role of county wide care coordination, outreach and education and organizing and funding inter-agency collaborations.

### ACTION ITEMS

- |                               |   |
|-------------------------------|---|
| Jh-Wn<br>Ai-AB<br>All Ayes    | 7) Minutes of the Children and Families Commission meeting of April 5, 2017 – APPROVED  |
| Ve Jh-Wn<br>Ai-AB<br>All Ayes | 8) Fiscal Year 2017-18 Budget – ADOPTED THE FISCAL YEAR 2017-18 BUDGET; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS NECESSARY AND TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.   |
| Ch-My<br>Ai-AB<br>All Ayes    | 9) Five-Year Financial Plan – APPROVED THE FIVE-YEAR FINANCIAL PLAN; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY ACTIONS NECESSARY TO IMPLEMENT THE FIVE-YEAR FINANCIAL PLAN.   |
| Wn-Rs<br>Ai-AB<br>All Ayes    | 10) Professional Services Agreement with Marc R. Thibault – APPROVED THE PROFESSIONAL SERVICES AGREEMENT WITH MARC R. THIBAUT, INDEPENDENT CONSULTANT; FOR A TERM OF ONE YEAR; IN AN AMOUNT NOT TO EXCEED \$40,000; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT. |
| Jh-Wn<br>Ai-AB<br>All Ayes    | 11) Professional Services Agreement with Employer Legal Solutions – APPROVED THE PROFESSIONAL SERVICES AGREEMENT WITH EMPLOYER LEGAL SOLUTIONS, FOR A TERM OF TWO YEARS; IN AN AMOUNT NOT TO EXCEED \$8,110;  |

AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.

Jh-Wn  
Ai-AB  
All Ayes

- 12) Professional Services Agreement with Jan St Pierre – APPROVED THE PROFESSIONAL SERVICES AGREEMENT WITH JAN ST PIERRE, INDEPENDENT CONSULTANT, FOR A TERM OF ONE YEAR, IN AN AMOUNT NOT TO EXCEED \$20,000, AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.

Jh-Wn  
Ai-AB  
All Ayes

- 13) Notice of Closed Session – Public Employee Performance Evaluation (Title: Executive Director) (Government Code Section 54957)
- Motion by Commissioner Robles and second by Commissioner Couch to go into closed session at 2:51 P.M.
  - Motion by Commissioner Murphy and Second by Commissioner Robles to reconvene back into open session @ 3:08 P.M.
  - Commissioner Sandrini reported out from the closed session the Executive Director, Roland Maier had a positive evaluation and was approved for a salary increase from step 5 to step 6 on the current salary schedule.

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

Jh-Wn  
Ai-AB  
All Ayes

- 14) Monthly Financial Reports for March and April 2017 – RECEIVED AND FILED

Jh-Wn  
Ai-AB  
All Ayes

- 15) Report and Expenditure under the Policy on Support of Community Activities and Events (Southeast Good Neighbor Festival) – RECEIVED AND FILED

Wn-My  
Ai-AB  
All Ayes

- 16) Letter from Sue Flanagan, President, Assistance League of Bakersfield, dated April 28, 2017, re: Operation School Bell Program – RECEIVED AND FILED

Wn-My  
Ai-AB  
All Ayes

- 17) Letter from Christine Lollar, dated April 28, 2017, re: Thank you – RECEIVED AND FILED

Wn-My  
Ai-AB  
All Ayes

- 18) \*Minutes of the Budget and Finance Committee meeting of Tuesday, May 16, 2017 – RECEIVED AND FILED

Wn-My  
Ai-AB  
All Ayes

- 19) \*First 5 Kern Independent Accountant's Report (Brown Armstrong) on Applying Agreed-Upon Procedures – RECEIVED AND FILED

ADJOURNMENT @ 3:09 P.M.

20) Adjourned to Wednesday, August 2, 2017, 2:00 P.M., 1300 17<sup>th</sup> Street, Board RM 1A