

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Regular Meeting
Wednesday, June 6, 2018
2:00 P.M.

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

MINUTES

COMMISSION CONVENED @ 2:00 P.M.

Present Commissioners: Curioso, Lerude, Murphy, Perez, Sandrini, Sill, Wasson
Absent Commissioners: Aunai, Robles

Note: Ai, Co, Le, My, Pz, Rs, Si, Sl, and Wn are abbreviations for Commissioners, Aunai, Curioso, Lerude, Murphy, Perez, Robles, Sandrini, Sill and Wasson respectively. Alternate Commissioners are also similarly denoted. For example, “Co-SI” denotes Commissioner Curioso made the motion and Commissioner Sill 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) Committee member announcements and reports
 - None
- 3) Budget and Finance Committee Report – Commissioner Murphy, Chair
 - Commissioner Murphy reported that the Budget and Finance Committee met on May 21, 2018.

Commissioner Perez entered the meeting @ 2:04 P.M.

- Commissioner Murphy reported the First 5 Kern Chief Finance Officer (CFO), Kathy Hylton, led the discussion on the 2018-19 Annual Budget and the projections made by the Board of Equalization and First 5 California.
- Commissioner Murphy reported the Budget and Finance Committee approved the 2018-19 First 5 Kern Annual Budget.
- Commissioner Murphy reported the First 5 Kern CFO, Kathy Hylton, discussed the proposed Five-Year (2019-23) Financial Plan’s projected revenues, expenditures, assumptions, in coordination with the Technical Advisory Committee (TAC) input, and responded to questions from committee members.
- Commissioner Murphy reported the Budget and Finance Committee approved the Five-Year (2019-23) Financial Plan.



- 4) Community Outreach and Communications Committee Report – Commissioner Sill, Chair
 - Commissioner Sill reported that the Community Outreach and Communications Committee (COC) met on March 28, 2018.
 - Commissioner Sill reported the COC reviewed past and future outreach efforts.
 - Commissioner Sill reported the Communications and Media Specialist (CMS), Christine Lollar, reported out on the community event support, such as the Safe Sleep Conference, health fairs, Wee 5 Expo, and school readiness events.
 - Commissioner Sill reported CMS, Christine Lollar, shared the current communication efforts to date, such as Twitter, Facebook, and the series on Channel 17 regarding Safe Sleep.
 - Commissioner Sill reported on items the COC would like to continue in the upcoming year, such as Handprints, health fairs, Third Thursday, and the Wee 5 Expo.
 - Commissioner Sill reported on the First 5 Kern website redesign and noted an example of a child who was not able to walk, but after linked to services the child was able to walk. Commissioner Sill stated she would like to continue to see these stories on the website and newsletter.
 - Commissioner Sill reported CMS, Christine Lollar, led a discussion regarding the implementation plan for the 20th birthday. The COC approved the plan with the addition of First 5 Kern staff input.
 - Commissioner Sill reported the COC discussed partnering with businesses in the future to better serve the county.

- 5) Project Review Committee Report – Commissioner Sandrini, Chair
 - Commissioner Sandrini reported the Project Review Committee met on May 7, 2018.
 - Commissioner Sandrini requested the report be given during action items 17 and 18.

- 6) Personnel Committee Report – Commissioner Robles, Chair
 - Executive Director, Roland Maier, reported on the Personnel Committee meeting in Commissioner Robles' absence.
 - Mr. Maier reported the Personnel Committee met on May 25, 2018.
 - Mr. Maier reported there were confidential items discussed with the Personnel Committee.
 - Mr. Maier reported the Personnel Committee reviewed the analysis of the employee step schedule and COLA pay. The Personnel Committee decided to table the decision until further analysis and comparisons were made.
 - Mr. Maier reported the Personnel Committee discussed and approved revisions to the Employee Handbook.

- 7) Executive Director's Report – Roland Maier
 - Mr. Maier welcomed our newest Commissioner, Supervisor Leticia Perez, to the Commission.
 - Mr. Maier reported on the June and July activities and events for First 5 Kern:
 - June 12th – There will be a First 5 Central Valley Regional meeting for First 5 Executive Directors in Central California at Valley Children's Hospital in Madera.
 - June 14th – SIDS spring training for all of Southern California will be held in Bakersfield at Memorial Hospital's Founder's Hall from 9:30-4:00 p.m. Registration is already full with 112 people on the list. Breakfast and lunch will be provided.
 - June 18th – The Technical Advisory Committee will be held at 3:00 p.m. at the First 5 Kern office.

- June 19th and 20th – The Oral Health Summit will be held in Los Angeles.
- June – The auditors will begin the auditing process at the First 5 Kern office.
- Mr. Maier reported on First 5 Association and First 5 California (CA) updates:
 - Mr. Maier reported a state-wide First 5 Cannabis Convening will take place in August 2018 and invited the Commissioners to attend.
 - Commissioner Wasson reported on a workshop she attended at the First 5 Summit and felt it was important to move forward in looking for possible funding with state legalization.
 - Mr. Maier reported Asilomar 2.0 (focusing on networking) will be held in December 2018 in Palm Springs, and staff will attend. Mr. Maier invited Commissioners to attend.
 - Mr. Maier reported on the Legislative Action Day that occurred on May 2, 2018. Mr. Maier reported it was a success and invited the Commissioners to attend next year.
 - Commissioner Lerude reported the event was well organized and the meetings with the legislators went well.
 - Commissioner Wasson reported awareness of First 5 has increased from the previous years, and that it was nice that the state had one voice to speak to the legislators.
 - Mr. Maier provided materials from First 5 CA and CA policy updates to the Commissioners.
 - Commissioner Wasson requested Mr. Maier provided information on a Silicon Valley Foundation. Mr. Maier reported that the Foundation will be using funds to support who they feel should be the next governor of California.
- Mr. Maier reported on the Vehicles for Change Volume II training. Mr. Maier stated the workshop was facilitated by Judi Sherman. There were 38 attendees and representatives from 15 First 5 Kern funded Family Resource Centers (FRCs). Mr. Maier reported there was a good response from participants. Mr. Maier reported there is a plan to continue to work with the Kern County Network for Children to host quarterly meetings for FRCs.
- Mr. Maier asked Marc Thibault, First 5 Kern's consultant, to present on the Trauma Informed Care (TIC) trainings. Mr. Thibault reported on the TIC cohort process and that the second of four trainings have been completed, and November will culminate the first cohort.
 - Commissioner Perez reported on the importance of TIC in the County and thanked First 5 Kern for the work they were doing in the field.
 - Mr. Maier reported that this was the first cohort of nearly 100 people and that he is hoping to begin a second cohort in the fall.
 - Mr. Maier reported he would like to present this information to the Board of Supervisors in December 2018 or January 2019.
 - Mr. Maier provided a copy of the Adverse Childhood Experience questionnaire to the Commissioners.
- Mr. Maier provided an update on the Dental Transformative Initiative (DTI). Mr. Maier reported that after three or four iterations, and over 1.5 years, the DTI grant application will be due on June 15, 2018. Mr. Maier reported the final application will include working with Omni and Clinica Sierra Vista in providing virtual dental homes, and the training of dental staff.
 - Commissioner Wasson asked if all the areas in the county have access to dental services. Mr. Maier responded that Dr. Purdy will take referrals from families whose children need restorative treatment.

- Mr. Maier reported there are three new members of the Technical Advisory Committee (TAC):
 - Tiffany Apple – Assistant Department Administrator, Kaiser Permanente
 - Alejandra Gutierrez – Unit Supervisor, Kern Behavioral Health and Recovery Services
 - Shelby Dumlao – Supervisor of Nurse Family Partnership, Kern County Public Health Services Department
- Mr. Maier reported Christine Lollar, First 5 Kern Communications and Media Specialist, wrote an article about the Bakersfield Homeless Shelter’s child care center and it was published in the First 5 CA Focus magazine.

ACTION ITEMS

- My-Le
Ai, Rs-AB
All Ayes
- 8) First 5 Kern Cost Benefit Analysis Report – Jianjun Wang, Ph.D. & Jinping Sun, Ph.D., California State University, Bakersfield – RECEIVED AND FILED
- Dr. Wang and Dr. Sun provided an overview of the report.
 - Commissioner Wasson thanked Dr. Wang and Dr. Sun for their excellent work.
 - Mr. Maier provided a copy of the full report to the Commissioners and stated that if any Commissioner would like their own copy to request one from him.
- Si-My
Ai, Rs-AB
All Ayes
- 9) *Minutes of the Children and Families Commission meeting of April 4, 2018 – APPROVED
- My-Si
Ai, Rs-AB
All Ayes
- 10) Fiscal Year 2018-19 Budget – ADOPTED THE FISCAL YEAR 2018-19 BUDGET; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS NECESSARY AND TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.
- Commissioner Murphy thanked First 5 Kern Chief Finance Officer, Kathy Hylton, for walking the Commissioners through all of the materials for the annual budget and five-year financial plan.
- Le-Pz
Ai, Rs-AB
All Ayes
- 11) 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.
- My-Pz
Ai, Rs-AB
All Ayes
- 12) Amendment Number 4 to Project 2015.1.5 (Medically Vulnerable Care Coordination Project of Kern County) APPROVED AMENDMENT 4 TO MEDICALLY VULNERABLE CARE COORDINATION PROJECT OF KERN COUNTY FOR FISCAL YEAR 2018-19, INCREASE TOTAL COMPENSATION IN AN AMOUNT NOT TO EXCEED \$265,000; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDMENT OR OTHER DOCUMENT(S) TO PROVIDE THE SERVICES 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 THE PROGRAM.
- My-Si
Ai, Rs-AB
All Ayes
- 13) 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.

- Co-SI
Ai, Rs-AB
All Ayes
- 14) Professional Services Agreement with Lisa Conradi, Psy.D. – APPROVED THE PROFESSIONAL SERVICES AGREEMENT WITH LISA CONRADI, PSY.D., INDEPENDENT CONSULTANT; FOR A TERM OF TWELVE MONTHS; IN AN AMOUNT NOT TO EXCEED \$12,000; 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.
- Si-My
Ai, Rs-AB
All Ayes
- 15) 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 AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.
- Si-Co
Ai, Rs-AB
All Ayes
- 16) 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, 2018 THROUGH JUNE 30, 2021; IN AN AMOUNT NOT TO EXCEED \$85,992 ANNUALLY; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE THE LEASE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM.
- Si-Co
Ai, Rs-AB
My-Abstain
All Ayes
- 17) Project 2018.3.01 (Emergency Child Care Bridge Program – Kern County Department of Human Services) FUND THE PROGRAM WITH THE KERN COUNTY DEPARTMENT OF HUMAN SERVICES FOR A TERM OF EIGHTEEN MONTHS IN AN AMOUNT NOT TO EXCEED \$25,318, BEGINNING JANUARY 1, 2018 THROUGH JUNE 30, 2018; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDMENT OR OTHER DOCUMENT(S) TO PROVIDE THE SERVICES 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 THE PROGRAM.
- Commissioner Sandrini reported the PRC voted to recommend approval of the out-of-cycle funding to the full Commission and asked the Commission to approve this funding.
 - Commissioner Wasson asked First 5 Kern Executive Director, Roland Maier, to address the contract period, as the January 1, 2018 had passed.
 - Mr. Maier reported the funding for the project was announced in November 2017; however, the contract with Community Connection for Child Care, the provider, was not complete until March or April.

- Mr. Maier reported the costs are to reimburse the administration costs for the time period, as administrative costs were not allowable under the SB87, the funding stream of this project.
- Mr. Maier reported the Department of Human Services is waiting to see if the administrative costs will be allowable in the new contract cycle beginning July 1, 2018.

Si-My
Ai, Rs-AB
All Ayes

- 18) Amendment Number 1 to Project 2017.2.01 (Help Me Grow Kern County – Community Action Partnership of Kern) APPROVED AMENDMENT 1 TO HELP ME GROW KERN COUNTY – COMMUNITY ACTION PARTNERSHIP OF KERN FOR FISCAL YEAR 2018-19, INCREASE TOTAL COMPENSATION IN AN AMOUNT NOT TO EXCEED \$50,921. AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDMENT OR OTHER DOCUMENT(S) TO PROVIDE THE SERVICES 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 THE PROGRAM.

- Commissioner Sandrini reported the PRC voted to recommend approval of the continuation of funding to the project to the full Commission and asked the Commission to approve this funding.

Si-My
Ai, Rs-AB
All Ayes

- 19) Recommendations of the Personnel Committee on Employee Handbook – APPROVED THE RECOMMENDED CHANGES TO THE EMPLOYEE HANDBOOK; AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE CHANGES.

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

- 20) Monthly Financial Reports for March and April 2018 – RECEIVED AND FILED
- 21) Minutes of the Community Outreach and Communications Committee meeting of March 28, 2018 – RECEIVED AND FILED
- 22) Minutes of the Project Review Committee meeting of May 7, 2018 – RECEIVED AND FILED
- 23) Minutes of the Budget and Finance Committee meeting of May 21, 2018 – RECEIVED AND FILED
- 24) Minutes of the Personnel Committee meeting of May 25, 2018 – RECEIVED AND FILED
- 25) Authorization to Destroy Commission Records – AUTHORIZED EXECUTIVE DIRECTOR TO SHRED AND DISPOSE OF ATTACHED COMMISSION RECORDS.

ADJOURNED @ 3:05 P.M.

- 26) Adjourned to Wednesday, August 1, 2018, 2:00 P.M., 1300 17th Street, Board RM 1A

FUTURE MEETINGS

First 5 Kern Commission	August 1, 2018	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	October 3, 2018	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	December 5, 2018	2:00 P.M.	KCSOS 1300 17 th St.
Technical Advisory Committee	June 18, 2018	3:00 P.M.	First 5 Kern Office
Technical Advisory Committee	September 17, 2018	3:00 P.M.	First 5 Kern Office
Technical Advisory Committee	December 17, 2018	3:00 P.M.	First 5 Kern Office

COMMITTEE ASSIGNMENTS – STANDING COMMITTEES

EXECUTIVE

Wasson (Chair)
 Robles (Vice Chair)
 Murphy (Treasurer)
 Sill (Secretary)

TECHNICAL ADVISORY

Lerude (Chair)
 Curioso
 Aunai
 Sandrini (alternate)

PERSONNEL

Robles (Chair)
 Murphy
 Wasson
 Sill
 Aunai (alternate)

BUDGET AND FINANCE

Murphy (Chair)
 Curioso
 Lerude
 Robles
 Sandrini (alternate)

COMMITTEE ASSIGNMENTS – AD HOC COMMITTEES (Subject to Change)

COMMUNITY OUTREACH
 AND COMMUNICATIONS

Sill (Chair)
 Aunai
 Sandrini
 Wasson

PROJECT REVIEW

Sandrini (Chair)
 Curioso
 Lerude
 Perez

COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

The meeting facilities of First 5 Kern (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 the Technical Advisory Committee 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 materials available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.



All agenda item supporting documentation is available for public review in the Office of First 5 Kern, 2724 L Street, Bakersfield, California, during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday, following the posting of the agenda. Any supporting documentation that relates to an agenda item for an open session of any regular meeting that is distributed after the agenda is posted and prior to the meeting will also be available for review at that same location.