

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Regular Meeting
 Wednesday, June 5, 2019
 Kern County Superintendent of Schools
 1300 17th Street, Room 1A
 Bakersfield, California

MINUTES

COMMISSION CONVENED @ 2:00 P.M.

Present Commissioners: Curioso, Lerude, Murphy, Richers, Sill, Wasson
 Absent Commissioners: Gleason, Sandrini, Wood

Note: Co, Gn, Le, My, Rs, Si, Sl, Wd, and Wn are abbreviations for Commissioners, Curioso, Gleason, Lerude, Murphy, Richers, Sandrini, Sill, Wasson and Wood respectively. Alternate Commissioners Giffard, Scrivner, Hasting and Reed are also similarly denoted. For example, “Le-My” denotes Commissioner Lerude made the motion and Commissioner Murphy 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
 - Commissioner Murphy recognized Tammy Burns, for her work with Kern Early Stars, the Early Childhood Council of Kern, and many other organizations around Kern County, and wished her well in her retirement.
 - Commissioner Murphy congratulated Kathy Hylton, Chief Finance Officer, who successfully completed the Doctoral Program in Educational Leadership and earned her Doctorate of Education (Ed.D.).
 - Commissioner Curioso reported on the Water Safety Press Conference she attended last week. Since 2014, there has been an average of five deaths per year due to drowning. In 2018, there was one death due to drowning but caused by homicide. In 2019, there have already been three deaths. The commonality of these deaths was due to:
 - ✓ Lack of supervision
 - ✓ CPR was not administered in 60% of the cases
 - ✓ The age group was zero to 16 and most under the age of five
 - ✓ Location of deaths: swimming pools and bathtubs

3) Budget and Finance Committee Report

- Commissioner Murphy reported on the two budget scenarios presented by Dr. Kathy Hylton, Chief Finance Officer. Commissioner Murphy stated there will be further discussion on the two scenarios later in the meeting for approval.

4) Executive Director's Report

- Mr. Maier introduced Chief Deputy County Counsel, Gurujodha Khalsa, sitting in today for Deputy County Counsel, Bryan Walters.
- Mr. Maier gave an update on Deputy County Counsel, Bryan Walters.
- Mr. Maier reported Dr. Mary Barlow's office provided rooms for First 5 Kern to hold the Bidders Conferences. Dr. Barlow has always been instrumental and supportive of First 5 Kern's efforts.
- Mr. Maier reported Advocacy Day, held in Sacramento, was on April 30, 2019. Mr. Maier distributed flyers to the Commissioners, which were created by the First 5 Association and these were given to our legislators. Each county met with their respective legislators or their staff. The meetings went well and were very effective.
- Mr. Maier reported on May 23, 2019, the Surgeon General of California, Dr. Nadine Burke Harris stopped in Bakersfield while on her listening tour throughout the state. First 5 Kern hosted a forum for Dr. Burke Harris at Founders Hall. The event was attended by CEO's from most of our hospitals, CEO from Kern Health Systems, at least 14 physicians, interns, and many others. Later, a lunch was hosted by First 5 Kern, at its office and the Trauma Informed Care Leadership members were invited for additional conversation.
- Kevin Bartl, Communications and Media Specialist reported that First 5 Kern sits on the Kern Complete Count Committee, which is a group of nonprofits throughout the county as well as county administrative office personnel to put together a plan for the Census 2020 outreach. There is a significant amount of dollars that come into the county used to work with community agencies to get the word out. From the First 5 perspective, kids zero to five are the **hardest to count** (HTC) population. The committee is working through the budget process and Kern County is ahead of the curve statewide as far as being prepared for the census. First 5 Kern requested funds to set-up Census action kiosks in our Family Resource Centers throughout the county to increase counts in those hard to reach areas. Many federal dollars are attached to the census and a lot of services that are provided throughout the county depend on federal dollars.
- Mr. Maier reported on the RFP process and the Bidders Conferences.
- Mr. Maier reported he is in the process of putting together the Independent Evaluation Committees (IEC).
- Mr. Maier reported on the Technical Advisory Committee's (TAC) new appointments.
- Mr. Maier reported he would like to schedule a Personnel Committee meeting sometime in June, early July. Sharon Powell, Administrative Assistant, will create a Doodle Poll and send it out within the week.

- Mr. Maier thanked Kathleen Philly, Bakersfield Adult School/Health Literacy Program, Project Director, for her efforts and wished her well in her retirement.

ACTION ITEMS

- My-Co
Gn, Si, Wd - AB
All Ayes
- 5) Minutes of the Children and Families Commission meeting of April 3, 2019 – APPROVED
- Rs-My
Gn, Si, Wd - AB
All Ayes
- 6) Fiscal Year 2019-20 Budget – ADOPTED THE FISCAL YEAR 2019-20 BUDGET; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENT(S) NECESSARY; AND TO TAKE ANY OTHER ACTION NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.
- Rs-Le
Gn, Si, Wd - AB
All Ayes
- 7) 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. APPROVED SCENARIO ONE.
- Le-My
Gn, Si, Wd - AB
SI-ABS
- 8) Amendment Number 2 to Project 2017.2.01 – APPROVED AMENDMENT NUMBER 2 TO PROJECT 2017.2.01-HELP ME GROW KERN COUNTY; IN AN AMOUNT NOT TO EXCEED \$222,791; WITH A TERM DATE BEGINNING FEBRUARY 1, 2017 AND ENDING JUNE 30, 2020; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTION(S) NECESSARY TO IMPLEMENT THIS AGREEMENT.
- My-Le
Gn, Si, Wd - AB
All Ayes
- 9) 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.
- My-SI
Gn, Si, Wd - AB
All Ayes
- 10) Professional Services Agreement with Jane Jonsson – APPROVED THE PROFESSIONAL SERVICES AGREEMENT WITH JANE JONSSON, INDEPENDENT CONSULTANT; FOR A TERM OF FIFTEEN MONTHS; IN AN AMOUNT NOT TO EXCEED \$70,000; 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.

- Le-Rs
Gn, Si, Wd - AB
All Ayes
- 11) Professional Services Agreement with Employer HR Legal Solutions – APPROVED THE PROFESSIONAL SERVICES AGREEMENT WITH EMPLOYER HR LEGAL SOLUTIONS, FOR A TERM OF ONE YEAR; IN AN AMOUNT NOT TO EXCEED \$4,452; 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-Rs
Gn, Si, Wd - AB
All Ayes
- 12) Committee Appointments – CHAIRPERSON MOTIONED AND COMMISSION APPROVED APPOINTMENTS TO THE EXECUTIVE, TECHNICAL ADVISORY, BUDGET AND FINANCE, PERSONNEL, PROJECT REVIEW AND THE COMMUNITY OUTREACH AND COMMUNICATIONS COMMITTEES.

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

- My-Co
Gn, Si, Wd - AB
All Ayes
- 13) Monthly Financial Reports for March and April 2019 – RECEIVED AND FILED
- My-Co
Gn, Si, Wd - AB
All Ayes
- 14) Report on Expenditure under the Policy on Support of Community Activities and Events (Assistance League of Bakersfield) – RECEIVED AND FILED
- My-Co
Gn, Si, Wd - AB
All Ayes
- 15) Letter from Matthew Constantine, Director of Public Health Services, dated April 10, 2019, re: Notice of Termination-Successful Application Stipend Program – RECEIVED AND FILED
- My-Co
Gn, Si, Wd - AB
All Ayes
- 16) Letter from Anita Soliz, Chairman, Kids Conquer Cocci, dated March 30, 2019, re: Sponsorship Appreciation – RECEIVED AND FILED
- My-Co
Gn, Si, Wd - AB
All Ayes
- 17) Letter from Brown Armstrong dated April 26, 2019, re: Letter of Engagement – RECEIVED AND FILED
- My-Co
Gn, Si, Wd - AB
All Ayes
- 18) Minutes of the Budget and Finance Committee meeting of May 6, 2019 – RECEIVED AND FILED
- My-Co
Gn, Si, Wd - AB
All Ayes
- 19) Professional Services Agreement between Carney’s Business Technology Center and Kern County Children and Families Commission – RECEIVED AND FILED

ADJOURNMENT @ 2:58 P.M.

- 20) Adjourned to Wednesday, August 7, 2019, 2:00 P.M., 1300 17th Street, Board RM 1A