

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Regular Meeting
Wednesday, December 4, 2019

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

AGENDA

COMMISSION TO CONVENE

ROLL CALL: Commissioners: Curioso, Gleason, Lerude, Murphy, Richers, Sandrini, Sill,
Wasson and Wood

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 Commission 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 members 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) Communications and Media Specialist Report – Kevin Bartl
- 4) Executive Director’s Report – Roland Maier



PRESENTATIONS

- 5) Thomas Altmayer, Consultant – Emphasizing Systems Change Approach at First 5 Kern

ACTION ITEMS

- 6) *Minutes of the Children and Families Commission meeting of October 2, 2019 – APPROVE
- 7) *Changes to the Administrative and Personnel Policy manual (Employee Handbook) – APPROVE THE CHANGES TO THE EMPLOYEE HANDBOOK AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS CHANGE.
- 8) Professional Services Agreement with Stephanie Guzman, MSW, ASW, PPSC – APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH STEPHANIE GUZMAN, MSW, ASW, PPSC, INDEPENDENT CONSULTANT; FOR A TERM OF SEVEN MONTHS; IN AN AMOUNT NOT TO EXCEED \$10,000, BEGINNING DECEMBER 5, 2019 THROUGH JUNE 30, 2020; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE AGREEMENT OR ANY OTHER DOCUMENT(S) TO PROVIDE THE SERVICES DESCRIBED, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THESE SERVICES.

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

- 9) *Monthly Financial Reports for September and October 2019 – RECEIVE AND FILE
- 10) *Letter from Linda Stewart, President, Assistance League Bakersfield, dated: October 24, 2019, re: Thank You for Support – RECEIVE AND FILE
- 11) *Letter from Dena Murphy, Secretary, Kern Partnership for Children and Families, dated November 4, 2019, re: Appreciation of Partnership – RECEIVE AND FILE
- 12) *Letter from Steven Gragg, Chief Business Official, Taft City School District, dated November 12, 2019, re: Final Inventory – RECEIVE AND FILE
- 13) *Minutes of the Project Review Committee meetings of October 2, and November 6, 2019 – RECEIVE AND FILE

ADJOURNMENT

- 14) Adjourn to Wednesday, February 5, 2020, 2:00 P.M., 1300 17th Street, Board RM 1A

FUTURE MEETINGS

First 5 Kern Commission	February 5, 2020	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	March 4, 2020 (Strategic Planning)		
First 5 Kern Commission	April 1, 2020	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	June 3, 2020	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	August 5, 2020	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	October 7, 2020	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	December 2, 2020	2:00 P.M.	KCSOS 1300 17 th St.
Technical Advisory Committee	December 16, 2019	3:00 P.M.	First 5 Kern Office
Technical Advisory Committee	March 4, 2020 (Strategic Planning)		
Technical Advisory Committee	March 16, 2020	3:00 P.M.	First 5 Kern Office
Technical Advisory Committee	June 15, 2020	3:00 P.M.	First 5 Kern Office
Technical Advisory Committee	September 21, 2020	3:00 P.M.	First 5 Kern Office
Technical Advisory Committee	December 14, 2020	3:00 P.M.	First 5 Kern Office

COMMITTEE ASSIGNMENTS – STANDING COMMITTEES

EXECUTIVE

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

TECHNICAL ADVISORY

Lerude (Chair)
 Curioso
 Richers
 Wood

PERSONNEL

Murphy (Chair)
 Wasson
 Lerude
 Sill

BUDGET AND FINANCE

Curioso (Chair)
 Richers
 Sandrini
 Wood

COMMITTEE ASSIGNMENTS – AD HOC COMMITTEES (Subject to Change)

COMMUNITY OUTREACH
 AND COMMUNICATIONS

Sill (Chair)
 Richers
 Sandrini
 Wood

PROJECT REVIEW

Sandrini (Chair)
 Gleason
 Murphy
 Wasson



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.