

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

Wednesday, October 2, 2019  
Kern County Superintendent of Schools  
1300 17<sup>th</sup> Street, Room 1A  
Bakersfield, California

**MINUTES**

COMMISSION CONVENED @ 2:05 P.M.

ROLL CALL

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

Note: Co, Gn, Le, My, Rs, Si, Sl, Wn, and Wd are abbreviations for Commissioners, Curioso, Gleason, Lerude, Murphy, Richers, Sandrini, Sill, Wasson, and Wood respectively. Alternate Commissioners Giffard, Scrivner, Hasting, and Christopher are also similarly denoted. For example, “Gd-Cr” denotes Commissioner Giffard made the motion and Commissioner Christopher seconded it. The abbreviations “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) Technical Advisory Committee Report
  - Commissioner Lerude gave a summary of the TAC meeting of September 16, 2019, which included:
    - ✓ An introduction of new Committee members Jill Christopher, Chris Grasty and Dr. Jeff Hanrahan.
    - ✓ An update on the request for proposals from Mr. Maier.
    - ✓ Diana Navarro, Senior Research Analyst, gave a presentation on Help Me Grow and responded to questions.
    - ✓ The Committee members held a discussion regarding possible new start time, A.M. or P.M. The members will continue the conversation at the meeting of December 16, 2019.
- 4) Personnel Committee Report
  - Commissioner Murphy reported that the Personnel Committee has met 3 times since the last Commission meeting. The discussion items were the consulting agreement with Altmayer Consulting, Inc., cost of living increase, and the evaluation process for the executive director. These items are on today’s agenda for consideration.

5) Executive Director's Report

- Mr. Maier reported:
  - ✓ Governor Newsom signed AB 1004 (McCarty), legislation that requires children ages 0-3 to receive developmental screenings.
  - ✓ Governor Newsom signed an executive order on vaping which included a directive for the California Department of Tax and Fee Administration to consider taxation on liquid nicotine.
  - ✓ First 5 California and the Association are in the early stages of funding Home Visitation Coordination Projects by region.
- Mr. Maier gave an update on the Request for Proposals
  - ✓ The Project Review Committee (PRC) met October 2, 2019, and recommendations by the Independent Evaluation Committee were provided for the 2020-2025 funding cycle. The PRC asked that staff work on additional logistics, schedule an additional PRC meeting before moving the proposals forward to the full Commission for a vote in December 2019.
- Mr. Maier reported that staff will attend the First 5 Association Summit, December 9-11, 2019, at the La Quinta Inn, Palm Springs, CA.
- Mr. Maier reported the First 5 California Summit will be held February 3-5, 2019, in Irvine, CA, and invited Commissioners to attend.

SPECIAL PRESENTATIONS

- 6) Rosalva Flores, CPA, Partner, Brown Armstrong
- Ms. Flores gave a presentation on the 2018-19 Fiscal Audit, reporting this year was another successful audit, with no findings.
- 7) Jianjun Wang, Ph D., Principal Investigator, California State University, Bakersfield 2018-19 State Annual Report
- Dr. Wang gave a PowerPoint presentation on the Annual Report to the State FY2018-19 and responded to questions.

PUBLIC HEARINGS

Gn-My  
SI-AB  
All Ayes

- 8) Annual Financial Audit – OPENED HEARING; RECEIVED NO PUBLIC TESTIMONY; CLOSED HEARING; RECEIVE AND FILE ANNUAL FINANCIAL AUDIT; DIRECTED BROWN ARMSTRONG TO TRANSMIT THE ANNUAL FINANCIAL AUDIT TO THE CALIFORNIA CHILDREN AND FAMILIES COMMISSION.

Gn-My  
SI-AB  
All Ayes

- 9) Annual Report to California Children and Families Commission – OPENED HEARING; RECEIVED NO PUBLIC TESTIMONY; CLOSED HEARING; RECEIVE AND FILE ANNUAL REPORT; DIRECTED THE EXECUTIVE DIRECTOR TO TRANSMIT THE ANNUAL REPORT TO THE CALIFORNIA CHILDREN AND FAMILIES COMMISSION.



ACTION ITEMS

- Si-Rs  
SI-AB  
All Ayes
- 10) Minutes of the Children and Families Commission meeting of August 7, 2019 – APPROVED
- Si-Rs  
SI-AB  
All Ayes
- 11) First 5 Kern Commission and Technical Advisory Committee Meeting Schedules 2020 – APPROVED
- Le-Rs  
SI-AB  
All Ayes
- 12) Professional Services Agreement with Thomas Altmayer – APPROVED THE PROPOSAL WITH ALTMAYER CONSULTING, INC., TO BEGIN OCTOBER 3, 2019; IN AN AMOUNT NOT TO EXCEED \$26,400; AUTHORIZED THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENT(S) 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-Gn  
SI-AB  
All Ayes
- 13) Employee Cost of Living (COLA) Adjustment – APPROVED A TWO PERCENT, 2%, COST OF LIVING ADJUSTMENT TO THE CURRENT SALARY SCHEDULE FOR ALL EMPLOYEES AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THESE CHANGES.
- Si-Gn  
SI-AB  
All Ayes
- Notice of Closed Session – Public Employee Performance Evaluation (Title: Executive Director) (Government Code Section 54957)
- Motion by Commissioner Sandrini and second by Commissioner Gleason to go into closed session at 2:47 P.M.
  - Motion by Commissioner Murphy and second by Commissioner Gleason to reconvene back into open session @3:02 P.M.
  - Commissioner Wasson reported out from the closed session the Executive Director, Roland Maier had a positive evaluation and was approved for a merit increase to the next step on the salary schedule.

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

- Si-Rs  
SI-AB  
All Ayes
- 14) Monthly Financial Reports for July and August 2019 – RECEIVED AND FILED
- Si-Rs  
SI-AB  
All Ayes
- 15) Report on Expenditure under the Policy on Support of Community Activities and Events (The Gatsby Gala) – RECEIVED AND FILED
- Si-Rs  
SI-AB  
All Ayes
- 16) Report on Expenditure under the Policy on Support of Community Activities and Events (Kern Early Stars Rating Celebration) – RECEIVED AND FILED
- Si-Rs  
SI-AB  
All Ayes
- 17) Report on Expenditure under the Policy on Support of Community Activities and Events (The Good Neighbor Festival) – RECEIVED AND FILED
- Si-Rs  
SI-AB  
All Ayes
- 18) Report on Expenditure under the Policy on Support of Community Activities and Events (Purple Soul Celebration) – RECEIVED AND FILED
- Si-Rs  
SI-AB  
All Ayes
- 19) Report on Expenditure under the Policy on Support of Community Activities and Events (The Operation School Bell Milestone Celebration) – RECEIVED AND FILED

- Si-Rs  
SI-AB  
All Ayes
- 20) Minutes of the Personnel Committee meeting of September 26, 2019 – RECEIVED AND FILED
- Si-Rs  
SI-AB  
All Ayes
- 21) Minutes of the Technical Advisory Committee Meeting of June 17, 2019 – RECEIVED AND FILED
- Si-Rs  
SI-AB  
All Ayes
- 22) Letter from Terri Lindsey, RN, BSN, MA, School Health Coordinator I, Bakersfield City School District, dated September 10, 2019, re: Termination of Program – RECEIVED AND FILED

ADJOURNMENT @ 3:06 P.M.

- 23) Adjourned to Wednesday, December 4, 2019, 2:00 P.M., 1300 17<sup>th</sup> Street, Board RM 1A