

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

Wednesday, December 4, 2019  
Kern County Superintendent of Schools  
1300 17<sup>th</sup> Street, Room 1A  
Bakersfield, California

**MINUTES**

COMMISSION CONVENED @ 2:00 P.M.

ROLL CALL

Present Commissioners: Gleason, Lerude, Richers, Sandrini, Sill, Wasson, Wood; Alternate Commissioners: Hastings, Christopher

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 Christopher, Giffard, Hasting, and Scrivner are also similarly denoted. For example, “Le-Wd” denotes Commissioner Lerude made the motion and Commissioner Wood 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) Commissioner Wood made a referral to staff to provide a list of all currently funded programs, dollar amounts, a short synopsis of each program, with the numbers served and the target population. Commissioner Wood asked that this information be provided prior to the February 5, 2020 Commission meeting.
- 3) Communications and Media Specialist Report
  - Mr. Bartl updated the Commission on the Help Me Grow Program roll out which involved:
    - ✓ Mr. Bartl and Diana Navarro, Research Analyst, tag teamed media coverage and outreach efforts by visiting local radio and television: The Scott Cox, Ralph Bailey, and Richard Beene radio programs; and Telemundo’s, Suelto La Sopa program.
    - ✓ HMG presentations at the Medically Vulnerable Care Coordinator Project Annual Conference and at the Early Childhood Council of Kern meeting with good feedback from the community.
    - ✓ Plan on running a sponsored Facebook ad on HMG sometime this month.
    - ✓ Completed the HMG brochures and at this date we’ve distributed about 4,000 throughout the community.
    - ✓ Helpmegrowkern.org has been unveiled. It is the associated website which is actually a redirect. The HMG website is completely housed on the First



5 Kern website. Mr. Bartl encouraged all to go online to check out the resources available on the site.

- ✓ Trauma-Informed Kern County just completed the 2nd annual training cohort. Mr. Bartl reported he has a meeting with Lee Felix, Kern County Department of Human Services, to start discussion on a branding scheme and logo for next year's training cohort.
- ✓ Social media pages have been cut down to Instagram, Facebook and Twitter. Instagram, up 50% in followers in the last year, has been our best platform to promote the programs that we work with and combined efforts with other agencies.
- ✓ Started YouTube page

4) Executive Director's Report

- Mr. Maier distributed the policy agenda update from First 5 California and the First 5 Association.
- Mr. Maier reported that 6 staff members will attend the First 5 Association Summit, December 9 – 11, in La Quinta, California. The goal of the Summit is to elevate the collaborative capacity across the state by engaging the full network in an activity-based agenda that will energize and deepen connections across the First 5 Network.
- Mr. Maier reported Moira Kenney, Executive Director, First 5 Association is resigning, effective January 10, 2020.
- Mr. Maier reported First 5 California will host the Child Health, Education, and Care Summit, February 3-5, in Irvine, and invited all Commissioners to attend. For those interested in attending, Mr. Maier asked that you contact Sharon Powell, Administrative Assistant, she will make the necessary accommodations.
- Mr. Maier gave an update on the 2020-2025 funding reporting the 39-40 agreements approved by the Project Review Committee will come to the Commission at the February 5, 2020 meeting for approval.
- Mr. Maier reported that we will have a Commission/Staff luncheon Wednesday, December 18, 2019, 2:00 P.M., at Woolgrowers Restaurant and encouraged all Commissioners to attend.
- Mr. Maier wished all a joyous holiday season.

PRESENTATIONS

- 5) Thomas Altmayer, Consultant gave a PowerPoint presentation on Emphasizing Systems Change Approach at First 5 Kern, and responded to various questions.

ACTION ITEMS

Rs-Gn 6) Minutes of the Children and Families Commission meeting of October 2, 2019 –  
All Ayes APPROVED

Gn-Si 7) Changes to the Administrative and Personnel Policy manual (Employee Handbook) –  
All Ayes APPROVE THE CHANGES TO THE EMPLOYEE HANDBOOK AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS CHANGE.



- ITEM HELD OVER PENDING PERSONNEL COMMITTEE MEETING AND ITS RECOMMENDATION.

Si-Le 8) Professional Services Agreement with Stephanie Guzman, MSW, ASW, PPSC –  
All Ayes APPROVED 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; AUTHORIZED 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 AUTHORIZED THE EXECUTIVE  
DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THESE  
SERVICES.

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

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

ADJOURNMENT @ 3:14 P.M.

- 14) Adjourned to Wednesday, February 5, 2020, 2:00 P.M., 1300 17<sup>th</sup> Street, Board RM 1A