

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

Regular Meeting  
Wednesday, June 2, 2021  
2:00 P.M.

Zoom Videoconference Format  
<https://us02web.zoom.us/j/82923084339?pwd=MWJHcHlzUWVta2JkTzlpcWE5ZEVmdz09>

**AGENDA**

COMMISSION TO CONVENE

ROLL CALL: Commissioners: Carrigan, Judd, Murphy, Nilon, Richers, Maggard, 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) Executive Director’s Report – Roland Maier
- 4) Budget and Finance Committee Report – Commissioner Carrigan
- 5) Community Outreach and Communications Committee Report – Commissioner Sill



- 6) Personnel Committee Report – Commissioner Nilon

ACTION ITEMS

- 7) \*Minutes of the Children and Families Commission meeting of April 7, 2021 – APPROVE
- 8) Fiscal Year 2021-22 Budget – ADOPT THE FISCAL YEAR 2021-22 BUDGET; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENT(S) NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.
- 9) Five-Year Financial Plan – APPROVE THE 2022-26 FIVE-YEAR FINANCIAL PLAN; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE FIVE-YEAR FINANCIAL PLAN.
- 10) Renewal of Lease Agreement for Office Space – AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A LEASE RENEWAL FOR THE PROPERTY LOCATED AT 2724 L STREET IN BAKERSFIELD FOR A TERM OF THREE YEARS BEGINNING JULY 1, 2021 THROUGH JUNE 30, 2024; IN AN AMOUNT NOT TO EXCEED \$89,400 ANNUALLY; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE LEASE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM.
- 11) Professional Services Agreement with Jianjun Wang, Ph.D. – APPROVE THE PROFESSIONAL SERVICES 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; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.
- 12) Professional Services Agreement with Marc R. Thibault – APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH MARC R. THIBAUT, INDEPENDENT CONSULTANT FOR A TERM OF ONE YEAR IN AN AMOUNT NOT TO EXCEED \$15,000; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.
- 13) Professional Services Amended Agreement Mindful Data Solutions – APPROVE THE AMENDED PROFESSIONAL SERVICES AGREEMENT WITH MINDFUL DATA SOLUTIONS FOR A TERM OF TWO MONTHS, MAY 1, 2021 THROUGH JUNE 30, 2021; IN AN AMOUNT NOT TO EXCEED \$14,840; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS

TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.

- 14) Professional Services Agreement Mindful Data Solutions – APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH MINDFUL DATA SOLUTIONS FOR A TERM OF ONE YEAR, JULY 1, 2021 THROUGH JUNE 30, 2022; IN AN AMOUNT NOT TO EXCEED \$69,500; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.
- 15) Employee Cost of Living (COLA) Adjustment – APPROVE A TIERED APPROACH, EQUIVALENT TO A THREE PERCENT COST OF LIVING ADJUSTMENT TO THE CURRENT SALARY SCHEDULE FOR ALL EMPLOYEES AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS ACTION.
- 16) \*Recommendations by Human Resources Legal Counsel, Belden Blaine Raytis, LLC – APPROVE THE RECOMMENDED CHANGES TO THE EMPLOYMENT HANDBOOK; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE CHANGES.

#### MISCELLANEOUS ITEMS

- 17) \*Monthly Financial Reports for March and April 2021 – RECEIVE AND FILE
- 18) \*Minutes of the Budget and Finance Committee meeting of April 28, 2021 – RECEIVE AND FILE
- 19) \*Minutes of the Community Outreach and Communications Committee meeting of May 3, 2021 – RECEIVE AND FILE
- 20) \*Minutes of the Personnel Committee meeting of May 14, 2021 – RECEIVE AND FILE

#### ADJOURNMENT

Adjourn to Wednesday, August 4, 2021, 2:00 P.M., 1300 17<sup>th</sup> Street, Board RM 1A

#### FUTURE MEETINGS

First 5 Kern Commission	August 4, 2021	2:00 P.M.	KCSOS 1300 17 <sup>th</sup> St.
First 5 Kern Commission	October 6, 2021	2:00 P.M.	KCSOS 1300 17 <sup>th</sup> St.
First 5 Kern Commission	December 1, 2021	2:00 P.M.	KCSOS 1300 17 <sup>th</sup> St.

Technical Advisory Committee	June 21, 2021	8:30 A.M.	First 5 Kern office
Technical Advisory Committee	September 21, 2021	8:30 A.M.	First 5 Kern office
Technical Advisory Committee	December 13, 2021	8:30 A.M.	First 5 Kern office

COMMITTEE ASSIGNMENTS – STANDING COMMITTEES

EXECUTIVE

Wasson (Chair)  
 Nilon (Vice Chair)  
 Carrigan (Treasurer)  
 Sill (Secretary)

TECHNICAL ADVISORY

Wood (Chair)  
 Judd  
 Carrigan  
 Richers

PERSONNEL

Nilon (Chair)  
 Wasson  
 Judd  
 Sill

BUDGET AND FINANCE

Carrigan (Chair)  
 Richers  
 Nilon  
 Murphy

COMMITTEE ASSIGNMENTS – AD HOC COMMITTEES (Subject to Change)

COMMUNITY OUTREACH  
AND COMMUNICATIONS

Sill (Chair)  
 Judd  
 Wasson  
 Wood

PROJECT REVIEW

Richers (Chair)  
 Maggard  
 Murphy  
 Wood

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.

