

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

Regular Meeting  
Wednesday, April 5, 2023  
2:00 P.M.

1300 17<sup>th</sup> Street, Room 1B  
Bakersfield, California

**AGENDA**

COMMISSION TO CONVENE

ROLL CALL: Commissioners: Carrigan, Gilbert, Morillo, Murr, Nilon, Perez, Resendez, Sill, 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 A 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 information, or request staff to report back to the Commission at a later meeting. Also, the Commission may act 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) Technical Advisory Committee Report – Commissioner Wood
- 4) Executive Director's Report – Amy Travis
  - Staff Report



PUBLIC HEARING

- 5) Strategic Planning Revisions FY2023-24 – OPEN THE PUBLIC HEARING; ALLOW PUBLIC COMMENT AND TESTIMONY; CLOSE THE PUBLIC HEARING; ADOPT THE FIRST 5 KERN FY2023-24 STRATEGIC PLAN; DIRECT THE EXECUTIVE DIRECTOR TO DISTRIBUTE THE STRATEGIC PLAN – RECEIVE AND FILE
- 6) First 5 California Annual Report FY2021-22 – OPEN THE PUBLIC HEARING; ALLOW PUBLIC COMMENT AND TESTIMONY; CLOSE THE PUBLIC HEARING – RECEIVE AND FILE

SPECIAL PRESENTATION

- 7) Contractor Highlights – CASA of Kern County – Infant and Toddler Program, Myetta Beavers, Infant & Toddler Advocate Supervisor
- 8) Contractor Highlights – Kern County Superintendent of Schools/Kern County Network for Children – Differential Response Services, Yadira Vargas.

ACTION ITEMS

- 9) \*Minutes of the Children and Families Commission Meetings of March 1, 2023, A.M. Session; and March 1, 2023, P.M. Session – APPROVE
- 10) Committee Appointments – CHAIRPERSON REPORT ON COMMITTEE APPOINTMENTS; TAKE PUBLIC COMMENT; COMMISSION APPROVE APPOINTMENTS OF COMMISSIONERS TO THE EXECUTIVE, TECHNICAL ADVISORY, BUDGET AND FINANCE, PERSONNEL, COMMUNITY OUTREACH AND COMMUNICATIONS, AND PROJECT REVIEW COMMITTEES.
- 11) New Job Description – APPROVE THE ADDITION OF TWO DEVELOPMENT SPECIALISTS (ANNUAL SALARY RANGE \$47,821 TO \$63,494); AUTHORIZE THE EXECUTIVE DIRECTOR TO PERFORM NECESSARY RECRUITMENT AND SELECTION ACTIVITIES; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE EMPLOYMENT CONTRACTS AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM.
- 12) Authorization to Employ Staff – ONE EVALUATION AND IMPACT OFFICER (ANNUAL SALARY RANGE \$69,950 TO \$92,877); AUTHORIZE THE EXECUTIVE DIRECTOR TO PERFORM NECESSARY RECRUITMENT AND SELECTION ACTIVITIES; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE EMPLOYMENT CONTRACTS AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM.
- 13) Notice of Closed Session – Public Employee Six-Month Performance Evaluation (Title: Executive Director) (Government Code Section 54957)

MISCELLANEOUS ITEMS

- 14) \*Monthly Financial Report for March 2023 – RECEIVE AND FILE
- 15) \*Report on Expenditures under the Policy on Support of Community Activities and Events (Kern Valley Aquatics Program) – RECEIVE AND FILE
- 16) \*Letter from Brown Armstong, dated March 13, 2023, re: Letter of Engagement – RECEIVE AND FILE

ADJOURNMENT

Adjourn to Wednesday, June 7, 2023, 2:00 P.M., 1300 17<sup>th</sup> Street, Board Room 1A

FUTURE MEETINGS

First 5 Kern Commission	June 7, 2023	2:00 P.M.	KCSOS 1300 17 <sup>th</sup> St.
First 5 Kern Commission	August 2, 2023	2:00 P.M.	KCSOS 1300 17 <sup>th</sup> St.
First 5 Kern Commission	October 4, 2023	2:00 P.M.	KCSOS 1300 17 <sup>th</sup> St.
First 5 Kern Commission	December 6, 2023	2:00 P.M.	KCSOS 1300 17 <sup>th</sup> St.
Technical Advisory Committee	April 17, 2023	2:00 P.M.	First 5 Kern office
Technical Advisory Committee	June 26, 2023	2:00 P.M.	First 5 Kern office
Technical Advisory Committee	August 21, 2023	2:00 P.M.	First 5 Kern office
Technical Advisory Committee	October 16, 2023	2:00 P.M.	First 5 Kern office
Technical Advisory Committee	December 11, 2023	2:00 P.M.	First 5 Kern office

COMMITTEE ASSIGNMENTS – STANDING COMMITTEES

EXECUTIVE

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

TECHNICAL ADVISORY

Wood (Chair)  
 Carrigan  
 Gilbert  
 Morillo

PERSONNEL

Vacant (Chair)  
 Gilbert  
 Vacant  
 Sill

BUDGET AND FINANCE

Carrigan (Chair)  
 Nilon  
 Vacant  
 Wood



COMMITTEE ASSIGNMENTS – AD HOC COMMITTEES (Subject to Change)

COMMUNITY OUTREACH  
AND COMMUNICATIONS

Sill (Chair)  
Gilbert  
Morillo  
Nilon

PROJECT REVIEW

Vacant (Chair)  
Perez  
Morillo  
Wood

COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT

First 5 Kern (Kern County Children and Families Commission) meeting facilities are accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Commission 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. In addition, any supporting documentation related 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 location.

