

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

Regular Meeting  
 Wednesday, April 5, 2023  
 1300 17<sup>th</sup> Street, Room 1B  
 Bakersfield, California

**MINUTES**

COMMISSION CONVENED @ 2:00 P.M.

Present Commissioners: Gilbert, Morillo, Murr, Nilon, Sill, Wood; Alternate Rutledge  
 Absent Commissioners: Perez, Resendez

Note: Cn, Gt, Mo, Mr, Nn, Pz, Rz, Sl, and Wd are abbreviations for Commissioners, Carrigan, Gilbert, Morillo, Murr, Nilon, Perez, Resendez, Sill, and Wood, respectively. Alternate Commissioners Bermudez, Mena, Peters, and Rutledge are also similarly denoted. For example, "Nn-Wd" denotes Commissioner Nilon made the motion, and Commissioner Wood seconded it. The abbreviations "AB" means absent, and "ABD" abstains. "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) Committee members announcements and reports
  - Commissioner Nilon introduced new Commissioner Deborah Murr, gave a brief bio, and welcomed her to the Commission.
  - Commissioner Nilon introduced Brian Van Wyke, Deputy County Counsel, alternate for Bryan Walters, Deputy County Counsel today.
- 3) Technical Advisory Committee Report
  - Commissioner Wood reported there was no meeting in February due to the holiday and preparation for the Strategic Planning Workshop.
  - Commissioner Wood requested that the TAC review the result indicators in each focus area as we prepare to write the new Strategic Plan and bring back recommendations to the full Commission for further review and approval.
- 4) Executive Director's Report – Amy Travis
  - Mrs. Travis reported on general administration updates, local and statewide involvement in early childhood efforts, and community stakeholder engagement efforts. Mrs. Travis welcomed new commissioner Deboarh Murr and provided an update on Child Abuse Prevention Awareness Month and program presentations.
  - COMMISSIONER WOOD REQUESTED THAT WE POST ON THE FIRST 5 KERN WEBSITE ALL TRAINING THAT THE FIRST 5 KERN ARE PROVIDING

PUBLIC HEARING

- Mo-SI  
Pz – AB  
All Ayes
- 5) Strategic Planning Revisions FY2023-24 – OPENED THE PUBLIC HEARING; TIME ALLOWED FOR PUBLIC COMMENT AND TESTIMONY; CLOSED THE PUBLIC HEARING; ADOPTED THE FIRST 5 KERN FY2023-24 STRATEGIC PLAN; DIRECTED THE EXECUTIVE DIRECTOR TO DISTRIBUTE THE STRATEGIC PLAN – RECEIVED AND FILED
- Wd-Gt  
Pz – AB  
All Ayes
- 6) First 5 California Annual Report FY2021-22 – OPENED THE PUBLIC HEARING; ALLOW FOR PUBLIC COMMENT AND TESTIMONY; CLOSED THE PUBLIC HEARING – RECEIVED AND FILED
- Commissioner Murr commented in regards to county highlights that we look at Best Practices done in other counties and see if they apply to our county as well.

SPECIAL PRESENTATION

- 7) Contractor Highlights – CASA of Kern County – Infant and Toddler Program, Myetta Beavers, Infant & Toddler Advocate Supervisor
- Myetta Beavers, Advocate Supervisor, CASA of Kern County-Infant and Toddler Program gave a presentation on the Infant Toddler Program.
- 8) Contractor Highlights – Kern County Superintendent of Schools/Kern County Network for Children – Differential Response Services, Yadira Vargas.
- Yadira Vargas, Child and Family Service Facilitator, Kern County Network for Children, gave a PowerPoint presentation on the program and responded to questions.

ACTION ITEMS

- Wd-Mo  
Pz - AB  
All Ayes
- 9) Minutes of the Children and Families Commission Meetings of March 1, 2023, A.M. Session; and March 1, 2023, P.M. Session – APPROVED
- Wd-Gt  
Pz – AB  
All Ayes
- 10) Committee Appointments – CHAIRPERSON REPORT ON COMMITTEE APPOINTMENTS: TIME ALLOWED FOR PUBLIC COMMENT; COMMISSION APPROVED APPOINTMENTS OF THE EXECUTIVE, TECHNICAL ADVISORY, FINANCE, PERSONNEL, COMMUNITY OUTREACH AND COMMUNICATIONS, AND PROPECT REVIEW COMMITTEES.
- Gt-SI  
Pz - AB  
Mo - ABS
- 11) New Job Description – APPROVED THE ADDITION OF TWO DEVELOPMENT SPECIALIST JOB DESCRIPTIONS (ANNUAL SALARY RANGE \$47,821 TO \$63,494); AUTHORIZED THE EXECUTIVE DIRECTOR TO PERFORM NECESSARY RECRUITMENT AND SELECTION ACTIVITIES; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE EMPLOYMENT CONTRACTS AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM.
- Mr-SI  
Pz - AB  
Mo - ABS
- 12) Authorization to Employ Staff – ONE EVALUATION AND IMPACT OFFICER (ANNUAL SALARY RANGE \$69,950 TO \$92,877); AUTHORIZED THE EXECUTIVE DIRECTOR TO PERFORM NECESSARY RECRUITMENT AND SELECTION ACTIVITIES; AUTHORIZED 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)

The Committee convened into a closed session at 2:46 P.M.

The Committee reconvened into open session at 3:01 P.M.

- COMMISSIONER NILON REPORTED THERE WAS DISCUSSION AND COMPLETION OF THE EXECUTIVE DIRECTOR’S EVALUATION.

MISCELLANEOUS ITEMS

Wd-Mo  
Pz - AB  
All Ayes

- 14) Monthly Financial Report for March 2023 – RECEIVED AND FILED

Wd-Mo  
Pz - AB  
All Ayes

- 15) Report on Expenditures under the Policy on Support of Community Activities and Events (Kern Valley Aquatics Program) – RECEIVED AND FILED

Wd-Mo  
Pz - AB  
All Ayes

- 16) Letter from Brown Armstong, dated March 13, 2023, re: Letter of Engagement – RECEIVED AND FILED

ADJOURNMENT @ 3:02 P.M.

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