

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

Wednesday, March 1, 2023  
 1300 17<sup>th</sup> Street, Room 1B  
 Bakersfield, California

**MINUTES**

COMMISSION CONVENED @ 9:02 A.M.

Present Commissioners: Gilbert, Morillo, Nilon, Sill, Wood

Absent Commissioners: Carrigan, Perez

Note: Cn, Gt, Mo, Nn, Pz, Sl, and Wd are abbreviations for Commissioners, Carrigan, Gilbert, Morillo, Nilon, Perez, 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

*(Commissioner Carrigan entered the meeting at 9:04 A.M.)*

- 2) Committee members announcements and reports – NONE
- 3) Executive Directors Report – NONE

ACTION ITEMS

- |                                    |  |
|------------------------------------|--|
| Mo - Gt<br>Cn, Pz - AB<br>All Ayes | 4) Minutes of the Children and Families Commission meetings of February 1, 2023 – APPROVED   |
| Wd - Cn<br>Pz - AB<br>All Ayes     | 5) Policy on Authority Delegated to the Executive Director – APPROVED THE POLICY AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE ADMINISTRATIVE EXPENDITURES AND CONDUCT OTHER MATTERS ON BEHALF OF THE KERN COUNTY CHILDREN AND FAMILIES COMMISSION; APPROVED THE ATTACHED BULLETIN NO. 10, POLICY ON AUTHORITY DELEGATED TO THE EXECUTIVE DIRECTOR; DIRECTED THE EXECUTIVE DIRECTOR TO INCLUDE BULLETIN NO. 10 IN THE COMMISSION POLICY AND PROCEDURES MANUAL; AND IN OTHER DOCUMENTS AS APPROPRIATE, AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTION NECESSARY TO IMPLEMENT THIS POLICY. |
| Cn - Wd<br>Pz - AB<br>All Ayes     | 6) Procurement Policy – APPROVED THE PROCUREMENT POLICY, BULLETIN NO. 11; WHICH ENHANCES CHAPTER 2, PURCHASING AND INVENTORY PROCEDURES OF THE KERN COUNTY CHILDREN AND FAMILIES COMMISSION POLICY AND   |



ADMINISTRATIVE PROCEDURES MANUAL; DIRECTED THE EXECUTIVE DIRECTOR TO INCLUDE BULLETIN NO. 11 IN THE COMMISSION POLICY AND PROCEDURES MANUAL; AND IN OTHER DOCUMENTS AS APPROPRIATE; AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS POLICY.

MISCELLANEOUS ITEMS

- Mo – Gt  
Pz-AB  
All Ayes
- 7) Monthly Financial Reports for January 2023 – RECEIVED AND FILED
- Mo – Gt  
Pz-AB  
All Ayes
- 8) Report on Expenditures under the Policy on Support of Community Activities and Events (Kern River Valley Family Resource Center) – RECEIVED AND FILED
- Mo – Gt  
Pz-AB  
All Ayes
- 9) Report on Expenditures under the Policy on Support of Community Activities and Events (Riverstone Wellness) – RECEIVED AND FILED

ADJOURNMENT @ 9:09 A.M.

Adjourned to Wednesday, April 5, 2023, 2:00 P.M., 1300 17<sup>th</sup> Street, Board Room 1A

Immediately after the regular Commission meeting was adjourned, the Commission conducted its annual strategic planning workshop. This workshop lasted approximately three hours. It was designed to continue educating Commissioners, the community, and staff.

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

Regular Meeting  
Wednesday, March 1, 2023  
1300 17<sup>th</sup> Street, 5<sup>th</sup> Floor, Board Room  
Bakersfield, California

**MINUTES**

COMMISSION CONVENED @ 12:00 P.M.

Present Commissioners: Carrigan, Gilbert, Morillo, Nilon, Sill, Wood  
Absent Commissioners: Perez

Note: Cn, Gt, Mo, Nn, Pz, Sl, and Wd are abbreviations for Commissioners, Carrigan, Gilbert, Morillo, Nilon, Perez, 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

ACTION ITEMS

- 2) Notice of Closed Session – Public Employee Six-Month Performance Evaluation (Title: Executive Director) (Government Code Section 54957)
  - ADJOURNED TO CLOSED SESSION 12:00 P.M.
  - (No action was taken. Commission reconvened in public session at 12:55 P.M.)

Sl – Wd  
Pz – AB  
All Ayes ADJOURNED @ 1:00 P.M.

Adjourned to Wednesday, April 5, 2023, 2:00 P.M., 1300 17<sup>th</sup> Street, Board Room 1A