

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

Regular Meeting  
Wednesday, August 2, 2023  
2:00 P.M.

1300 17<sup>th</sup> Street, Room 1A  
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) Project Review Committee Report – Commissioner Morillo
- 5) Communications Report – Kevin Bartl, Communications Manager



- 6) Executive Director's Report – Amy Travis

SPECIAL PRESENTATION

- 7) Contractor Highlights – Help Me Grow Presentation, Paula De La Riva, Senior Program Manager; Early Learning Initiatives, and Theresa Martinez, Evaluation and Program Director

ACTION ITEMS

- 8) \*Minutes of the Children and Families Commission Meetings of June 7, and July 14, 2023 – APPROVE
- 9) Executive Director’s written response to the Grand Jury Report – APPROVE
- 10) Key Land, LLC Termination of Lease – AUTHORIZE THE EXECUTIVE DIRECTOR TO GIVE NOTICE TO KEY LAND, LLC LEASE TERMINATION, AS CITED IN THE LEASE UNDER PARAGRAPH 19, SECTION D1, TERMINATION: (A) THIS LEASE MAY BE TERMINATED BY LESSOR IN THE EVENT OF A DEFAULT BY THE COMMISSION IN THE PAYMENT WHEN DUE OF ANY RENT OR OTHER SUM PAYABLE UNDER THIS LEASE AND THE CONTINUATION OF THIS DEFAULT FOR THEN (10) OR MORE DAYS AFTER NOTICE FROM LESSOR. (B) THIS LEASE MAY BE TERMINATED BY THE COMMISSION UPON GIVING ONE HUNDRED AND EIGHTY (180) DAYS' NOTICE TO THE LESSOR UPON ANY OF THE FOLLOWING EVENTS; (1) THE COMMISSION’S GOOD FAITH DETERMINATION THAT THE PREMISES ARE NOT ADEQUATE IN SIZE TO REASONABLY ACCOMMODATE THE STAFF OR OTHER NEEDS OF THE COMMISSION; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS NECESSARY; SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO EXECUTE DISSOLUTION OF THE KEY LAND, LLC LEASE AGREEMENT.
- 11) Request to Negotiate a Lease Agreement for use as the primary office of First 5 Kern – APPROVE
- 12) Clarity of Commission-Approved Business Expenses – Discussion

MISCELLANEOUS ITEMS

- 13) \*Monthly Financial Report for May and June 2023 – RECEIVE AND FILE
- 14) \*Report on Expenditures under the Policy on Support of Community Activities and Events (Omni Family Health) – RECEIVE AND FILE
- 15) \*Report on Expenditures under the Policy on Support of Community Activities and Events (Bakersfield American Indian Health Project) – RECEIVE AND FILE
- 16) \*Report on Expenditures under the Policy on Support of Community Activities and Events (Assistance League Bakersfield) – RECEIVE AND FILE

- 17) \*Project Review Committee meeting minutes of June 27, 2023 – APPROVE
- 18) \*Agreement between Applied Survey Research and First 5 Kern – RECEIVE AND FILE

ADJOURNMENT

Adjourn to Wednesday, October 4, 2023, 2:00 P.M., 1300 17<sup>th</sup> Street, Board Room 1A

FUTURE MEETINGS

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	September 18, 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)  
 Wood (Vice Chair)  
 Carrigan (Treasurer)  
 Sill (Secretary)

TECHNICAL ADVISORY

Wood (Chair)  
 Carrigan  
 Gilbert  
 Morillo

PERSONNEL

Wood (Chair)  
 Gilbert  
 Murr  
 Sill

BUDGET AND FINANCE

Carrigan (Chair)  
 Nilon  
 Morillo  
 Resendez

COMMITTEE ASSIGNMENTS – AD HOC COMMITTEES (Subject to Change)

COMMUNITY OUTREACH  
 AND COMMUNICATIONS

Sill (Chair)  
 Gilbert  
 Morillo  
 Nilon

PROJECT REVIEW

Morillo (Chair)  
 Perez  
 Murr  
 Resendez



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.