

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

**Regular Meeting**

Wednesday, April 3, 2024  
2:00 P.M.

1300 17th St., ROOM 1A  
Bakersfield, California 93301

**AGENDA**

COMMISSION TO CONVENE

ROLL CALL: Commissioners: Carrigan, Morillo, Murr, Peters, Resendez, Sentes, 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) Budget and Finance Committee Report – Commissioner Morillo



- 5) Executive Director's Report – Amy Travis
- 6) Communications and Policy Update – Kevin Bartl

#### PUBLIC HEARINGS

- 7) First 5 California Annual Report FY2022-23 – OPEN THE PUBLIC HEARING; ALLOW PUBLIC COMMENT AND TESTIMONY; CLOSE THE PUBLIC HEARING – RECEIVE AND FILE
- 8) Conflict of Interest Code Revision – OPEN THE PUBLIC HEARING; ALLOW PUBLIC COMMENT AND TESTIMONY; CLOSE THE PUBLIC HEARING – RECEIVE AND FILE

#### ACTION ITEMS

- 9) \*Minutes of the Project Review Committee of February 2, 2024 – APPROVE
- 10) \*Minutes of the Kern County Children and Families Commission Meeting of February 7, 2024 – APPROVE
- 11) \*Minutes of the Budget and Finance Meeting of March 11, 2024 – APPROVE
- 12) Revisions to Administrative Policy 11 – Procurement Policy – APPROVE
- 13) Revisions to the Administrative Policy 12 – Records Retention and Disposition of Commission Records - APPROVE

#### MISCELLANEOUS ITEMS

- 14) \*Monthly Financial Reports for January 2024 and February 2024 – RECEIVE AND FILE
- 15) \*Technical Advisory Committee Meeting Minutes March 18, 2024 – RECEIVE AND FILE
- 16) \*Agreement between Applied Survey Research Inc. and First 5 Kern Funded Through Kern Health Systems Grant– RECEIVE AND FILE
- 17) \*Letter from Brown Armstrong, dated March 18, 2024, re: Letter of Engagement – RECEIVE AND FILE
- 18) \*Letter from the Richland School District officially changing the name of Shafter Healthy Start to Shafter Family Resource Center – RECEIVE AND FILE

- 19) \*Report on Help Me Grow Kern County, Program, Fiscal and Client Summary FY2020-23 – RECEIVE AND FILE
- 20) \*Report on Expenditures under the Policy on Support of Community Activities and Events (Oasis Family Resource Center) – RECEIVE AND FILE
- 21) \*Report on Expenditures under the Policy on Support of Community Activities and Events (Black Infant Maternal Health Initiative) – RECEIVE AND FILE

ADJOURNMENT

Adjourn to Wednesday, June 5, 2024, 2:00 P.M., 1300 17th Street, Room 1A

FUTURE MEETINGS

**First 5 Kern Commission**

June 5, 2024	2:00 P.M.	KCSOS 1300 17th St.
August 7, 2024	2:00 P.M.	KCSOS 1300 17th St.
October 2, 2024	2:00 P.M.	KCSOS 1300 17th St.
December 4, 2024	2:00 P.M.	KCSOS 1300 17th St.

**Technical Advisory Committee**

June 17, 2024	2:00 P.M.	2001 28th St.
September 16, 2024	2:00 P.M.	2001 28th St.
December 16, 2024	2:00 P.M.	2001 28th St.

COMMITTEE ASSIGNMENTS – STANDING COMMITTEES

**EXECUTIVE**

Carrigan (Chair)  
Wood (Vice Chair)  
Morillo (Treasurer)  
Sill (Secretary)

**TECHNICAL ADVISORY**

Wood (Chair)  
Carrigan  
Sentes  
Morillo

**PERSONNEL**

Wood (Chair)  
Morillo  
Murr  
Sill

**BUDGET AND FINANCE**

Morillo (Chair)  
Vacant  
Carrigan  
Resendez

COMMITTEE ASSIGNMENTS – AD HOC COMMITTEES (Subject to Change)



COMMUNITY OUTREACH  
AND COMMUNICATIONS

Sill (Chair)  
Sentes  
Morillo  
Vacant

PROJECT REVIEW

Murr (Chair)  
Peters  
Morillo  
Resendez

COMPLIANCE WITH 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 Technical Advisory Committee may request assistance at the First 5 Kern office, 5080 California Ave., Suite 200, 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, 5080 California Ave., Suite 200, 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 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.