

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Regular Meeting
Wednesday, June 5, 2024
2:00 P.M.

1300 17th Street, Room 1A
Bakersfield, California 93301

AGENDA

COMMISSION TO CONVENE

ROLL CALL: Commissioners: Cao, 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) Personnel Committee Report – Commissioner Wood
- 4) Budget and Finance Committee Report – Commissioner Morillo
- 5) Executive Director's Report – Amy Travis



SPECIAL PRESENTATION

- 6) Resolution expressing appreciation to Dr. Jianjun Wang, Independent Investigator, for his services to the children and families of Kern County – ADOPT RESOLUTION
- 7) First 5 Kern Early Intervention Services – Paula De La Riva, Senior Program Manager, Ciara Navarrete Reynoso, Development Specialist, and Rebecca Ontiveros, Development Specialist
- 8) Help Me Grow Kern County Presentation – Theresa Martinez, Program/Evaluation Director and Paula De La Riva, Senior Program Manager

ACTION ITEMS

- 9) *Minutes of the Children and Families Commission Meeting of April 3, 2024 – APPROVE
- 10) Fiscal Year 2024-25 Budget – ADOPT THE FISCAL YEAR 2024-25 BUDGET AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS NECESSARY TO IMPLEMENT THE ADOPTED BUDGET.
- 11) Five-Year Financial Plan – APPROVE THE 2024-28 FIVE-YEAR FINANCIAL PLAN AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE FIVE-YEAR FINANCIAL PLAN.
- 12) Memorandum Of Understanding Agreement #188-2024 – Kern Behavioral Health and Recovery Services (Kern BHRS) and Help Me Grow Kern County – APPROVE AGREEMENT WITH KERN BEHAVIORAL HEALTH AND RECOVERY SERVICES FOR A TERM OF ONE YEAR, JULY 1, 2024, THROUGH JUNE 30, 2025, IN AN AMOUNT NOT TO EXCEED \$261,555; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENT(S) NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE PROGRAM.
- 13) Professional Services Agreement - Applied Survey Research and Kern County Children and Families Commission – APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH APPLIED SURVEY RESEARCH FOR EVALUATION SERVICES; FOR A TERM OF THREE YEARS, JULY 1, 2024, THROUGH JUNE 30, 2027, IN AN AMOUNT NOT TO EXCEED \$75,000 ANNUALLY; AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.
- 14) Revised Salary Schedule – APPROVE THE REVISED CHANGES TO THE EMPLOYEE SALARY SCHEDULE AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE CHANGES.

- 15) Recommendations of the Personnel Committee on the Personnel Policy Manual (Employee Handbook) – APPROVE THE REVISED CHANGES TO THE EMPLOYEE HANDBOOK AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE CHANGES.
- 16) Committee Appointments – APPROVE APPOINTMENTS OF COMMISSIONERS TO THE EXECUTIVE, TECHNICAL ADVISORY, BUDGET AND FINANCE, PERSONNEL, COMMUNITY OUTREACH AND COMMUNICATIONS, AND THE PROJECT REVIEW COMMITTEES.
- 17) *Conflict of Interest Code Revision – APPROVE THE REVISED CONFLICT OF INTEREST CODE; DIRECT THE EXECUTIVE DIRECTOR TO FORWARD THE REVISED CONFLICT OF INTEREST CODE TO THE CLERK OF THE BOARD FOR APPROVAL BY THE BOARD OF SUPERVISORS.
- 18) *Professional Services Agreement with Employer HR Legal Solutions – APPROVE THE AGREEMENT WITH EMPLOYER HR LEGAL SOLUTIONS, FOR A TERM OF TWO YEARS; IN AN AMOUNT NOT TO EXCEED \$8,014; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENT(S) NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.
- 19) *Professional Services Agreement with Hamai Consulting – APPROVE THE AGREEMENT WITH HAMAI CONSULTING, INDEPENDENT CONSULTANT; FOR A TERM OF ONE YEAR; IN AN AMOUNT NOT TO EXCEED \$21,750; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND ANY OTHER DOCUMENT(S) NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS AGREEMENT.

MISCELLANEOUS ITEMS

- 20) *Monthly Financial Report for March and April 2024 – RECEIVE AND FILE
- 21) *Report on Expenditures under the Policy on Support of Community Activities and Events (Kern River Valley Family Resource Center) – RECEIVE AND FILE
- 22) *Report on Expenditures under the Policy on Support of Community Activities and Events (Pregnancy Resource Center of the Kern River Valley) – RECEIVE AND FILE
- 23) *Report on Expenditures under the Policy on Support of Community Activities and Events (Kern Valley Aquatics Program) – RECEIVE AND FILE
- 24) *Report on Expenditures under the Policy on Support of Community Activities and Events (Comunidades Aliadas Tomando Accion) – RECEIVE AND FILE

- 25) *Report on Expenditures under the Policy on Support of Community Activities and Events (California Living Museum - CALM) – RECEIVE AND FILE
- 26) *Report on Expenditures under the Policy on Support of Community Activities and Events (Save A Mom, Save A Family) – RECEIVE AND FILE
- 27) *First 5 Kern Communications Plan 2024-25 – RECEIVE AND FILE
- 28) *Personnel Committee meeting minutes of April 22, 2024 – APPROVE
- 29) *Budget and Finance Committee meeting minutes of May 17, 2024 – APPROVE
- 30) *First 5 Kern 2025-2028 Strategic Plan Packet – RECEIVE AND FILE

ADJOURNMENT

Adjourn to Wednesday, August 7, 2024, 2:00 P.M., 1300 17th Street, Board Room 1A

FUTURE MEETINGS

First 5 Kern Commission	August 7, 2024	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	October 2, 2024	2:00 P.M.	KCSOS 1300 17 th St.
First 5 Kern Commission	December 4, 2024	2:00 P.M.	KCSOS 1300 17 th St.
Technical Advisory Committee	June 17, 2024	2:00 P.M.	2001 28 th St.
Technical Advisory Committee	September 16, 2024	2:00 P.M.	2001 28 th St.
Technical Advisory Committee	December 16, 2024	2:00 P.M.	2001 28 th 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

BUDGET AND FINANCE

Morillo (Chair)
Cao
Carrigan



Sill

Resendez

COMMITTEE OUTREACH
AND COMMUNICATIONS

Sill (Chair)
Sentes
Peters
Cao

PROJECT REVIEW

Murr (Chair)
Peters
Morillo
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, 5080 California Ave., Suite 200, Bakersfield, California 93309, 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 93309, 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.

