



Minutes

February 4, 2014
3:00 PM

Kings County Board of Supervisors Chambers,
Kings County Government Center
1400 West Lacey Blvd.
Hanford, CA 93230

Call to Order & Welcome

Meeting called to order at 3:00 p.m.

Commissioners Roll Call

Commissioner	Present	Absent	Joined Meeting After Roll Call
Tim Bowers	X		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Peggy Montgomery	X		
Joe Neves	X		
Keith Winkler	X		
Lois Zercher-Wynne	X		

Review and Modification to Agenda

None.

Opportunity for Public Comment


None.


Consent Calendar


P. 3 **2014-02-001 Approval of Minutes: January 7, 2013 Commission Meeting**

Motion Made by:	Joe Neves
2 nd Motion by:	Lois Zercher-Wynne
Number of Votes in Favor of Motion:	5
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	Keith Winkler, Peggy Montgomery
Motion (Pass/Fail)	Pass

Regular Agenda Items

Financial Report  Scott Waite presented a fiscal report. He mentioned that about 30% of staffing budget had been expended due to two vacancies. The Linkages 2 Learning program has spent about 22%.

Staff Report  Scott Waite and Debbie Grice attended the First 5 Association Meeting in Sacramento. Also, there was meeting with County Counsel regarding contracting procedure now that First 5 is part of the Department of Public Health. A child care conference is being planned for February 8, 2014 at the Brandman Facility. The program starts at 8:00 am. Other events are planned as well.

Transition Report  Debbie Grice presented how First 5 will fit into the organization of the Health Department. She presented the proposed First 5 Specialist and Senior Program Officer job descriptions.

Commissioner DeCaratachea suggested modifying the description for First 5 Specialist to include a bilingual required instead of bilingual preferred status.

Debbie mentioned that space in the Health Department is being set up for First 5 to move in. Three bids were collected, ranging from \$5,525 to \$7,645. The bid for \$5,525 was chosen. Board of Supervisor heard from County Counsel, Juliana Gmur, regarding proceeding on a motion to approve this expenditure (\$5,525).


Motion Made by:	Peggy Montgomery
2 nd Motion by:	Mary Anne Ford-Sherman
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	Keith Winkler
Motion (Pass/Fail)	Pass

Discussion/Action Items

2014-02-002 Contract for Evaluation Services with Evaluation, Management and Training (EMT): Commission to review, discuss and consider approving a contract between First 5 Kings and EMT for evaluation services for FY 2014/2015.


Scott outlined some detailed regarding EMT's services provided. Historically, EMT has been on target with their expenditures and service delivery.

Motion Made by:	Mary Anne Ford-Sherman
2 nd Motion by:	Fabiola DeCaratachea
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	Keith Winkler
Motion (Pass/Fail)	Pass

2014-02-003 Teleconference Policy: Commission to review, discuss and consider approving a policy to allow teleconferencing for commissioners at future commission meetings. 

Scott Waite explained the edits made based on the last meeting. Commissioner Ford-Sherman appreciated the matrix. Commissioner Neves suggested restructuring future agendas to show the action items first. The speaker phone would be placed near the Clerk.

Motion Made by:	Peggy Montgomery
2 nd Motion by:	Lois Zercher-Wynne
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	Keith Winkler
Motion (Pass/Fail)	Pass

2014-02-004 Designate Debbie Grice Executive Director: Commission to review, discuss and consider approving Debbie Grice Deputy Director of Nursing and Community Services at the Kings County Health Department. 

There was much discussion regarding the appropriate verbiage of the proposed motion so as to meet the need for First 5 to have the powers of an Executive Director. A motion was introduced to appoint Debbie Grice as the Interim Executive Director, with the expectation that an updated job requirement classification or visit by HR is brought back to the commission within 90 days and or with the purpose of interim director to then have time to look at any policy, authority, bylaws or other things needed in that position.

Motion Made by:	Mary Anne Ford-Sherman
2 nd Motion by:	Lois Zercher-Wynne
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	Keith Winkler
Motion (Pass/Fail)	Pass


Study Session Items 

2014-2015 Request for Applications (RFA): Commission to review RFAs that will be released as part of the procurement process for 2014-2015.

- Family Resource Center RFA
- Elevating Early Care & Education (E3) RFA
- School Readiness RFA - Parent & Me
- School Readiness RFA - Special Needs Project

Scott Waite inquired as to any suggested modifications to the RFAs. Commissioner DeCaratachea inquired about any significant changes. Scott replied that there were no significant changes. The commission agreed to allow the staff to move forward in releasing the RFAs.

Spotlight on Service – United Cerebral Palsy – Special Needs Project: Staff from United Cerebral Palsy will present an overview of the Special Needs Project.

 Debbie Gibson presented an overview of the Special Needs Project. She will also be presenting at the conference on the child care conference on Feb. 8, 2014.

Future Agenda Items

March

- 2nd Quarter Project Status Report
- Proposed Budget for FY 2014-2015
- Administrative Cost Limit for FY 2014-2015
- Study Session – SB 837 Expanded Transitional Kindergarten
- Spotlight on Service: Kings County Office of Education – Lemoore Family Connection

Commissioner Comments

Commissioner Winkler mentioned that an amendment regarding the Health Office becoming a Commission member, as a replacement, will be presented to the Board of Supervisors on February 11, 2014.

Commissioner Bowers thanked Commissioner Winkler for all his work on the commission.

Commissioner DeCaratachea request that the staff outline or track changes to documents so as to easily identify the changes.

Review Next Meeting Date & Adjournment

- Meeting was adjourned at 4:04 p.m. until the next meeting, now scheduled for March 4, 2014 at 3:00 PM