



Meeting Agenda

April 12, 2016

3:00 PM

Kings County Department of Public Health,
Building 5
330 Campus Drive
Hanford, CA 93230

Call to Order & Welcome

Commissioners Roll Call

Commissioner	Present	Absent	Joined Meeting After Roll Call
Tim Bowers	X		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay			Arrived at 3:05 p.m.
Steve Naylor	X		

Review and Modification to Agenda

Executive Director Grice proposed items 2016-04-009/2016-04-014 to be moved towards end of commission meeting considering it was a conflict for Commissioner Bowers.

Opportunity for Public Comment

Commissioner Ford-Sherman gave opportunity for public comment, no public comments were offered.

Commissioner Bugay arrived at 3:05 p.m.

Consent Calendar

2016-04-007 Approval of Minutes: February 2, 2016 Commission Meeting Approval of minutes separate from Strategic Plan Review and Update

Motion Made by:	Joe Neves		
2 nd Motion by:	Fabiola DeCaratachea		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers	X		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman			Abstained due

			to being absent.
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay	X		
Steve Naylor	X		

2016-04-008 Annual Strategic Plan Review and Update

Motion Made by:	Joe Neves		
2 nd Motion by:	Fabiola DeCaratachea		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers			X
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman			Abstained due to being absent.
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay	X		
Steve Naylor	X		

Action Items

2016-04-010 Administrative Cost Limit for FY 2016-2017: Commission to review, discuss and consider approving the administrative cost limit for FY 2016-2017.

Program Officer Waite discussed administrative cost limit for FY 2016-2017. He explained to commission that current anticipated administration rate is at 6% with a limit of 10%. Program Officer Waite added the First 5 Fiscal handbook has a detailed guidance of how to allocate costs between administration, program and evaluation.

Motion Made by:	Sanya Bugay		
2 nd Motion by:	Joe Neves		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers	X		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay	X		
Steve Naylor	X		

2016-04-011 First 5 California Annual Report: Commission to review, discuss and consider approving the 2014-2015 annual report for First 5 California.

Program Officer Waite described First 5 California annual report is a required item that is first approved by commission before being sent to the state. Proposition 10 also makes a public hearing of the First 5 California annual report a requirement legislative requirement.

Motion Made by:	Tim Bowers		
2 nd Motion by:	Fabiola DeCaratachea		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers	X		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Michael Mac Lean		X	
Sanya Bugay	X		
Steve Naylor	X		

2016-04-012 Election of FY 16/17 Chair Elect: Commission to elect a Vice-Chair for FY 16/17, this individual will serve as commission Chair for FY 17/18.

First 5 Kings County commission proposed and nominated Commissioner Tim Bowers for vice chair.

Motion Made by:	Fabiola DeCaratachea		
2 nd Motion by:	Dr. Michael Mac Lean		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers	X		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay	X		
Steve Naylor	X		

First 5 Kings County commission proposed and nominated Commissioner Tim Bowers for vice chair.

P. 147 **2016-04-013 Home Visitation Proposal:** Commission to review, discuss and consider approving the use of Innovation Funds to allow Commission staff to pursue a voluntary home visitation program.

Program Officer Waite provided feedback and status of home visitation proposal. He gave a brief outlining of why a home visitation program would benefit Kings County including percentage of Kings County children living in poverty and the benefit of early intervention. Program Officer Waite added that the home visitation program would operate out of the First 5 Kings County Family Resource Centers. Executive Director Grice added that the home visitation

program would have a focus on children living in Avenal and Corcoran due to those towns living at the highest poverty rate. Commissioner Mary Anne Ford-Sherman asked if all funding was billable. Program Officer Waite described the health portion of the project will be billable however First 5 Kings County would have to look for additional revenue sources regarding the early childhood education and parenting portion. Commissioner Dr. Mac Lean asked why not simply expand the current services at the Family Resource Centers. Executive Director Grice replied not all services are the same between sites and there are logistical limitations regarding size of FRC. Commissioner Bugay commented services would be beneficial. Commissioner Dr. Mac Lean added his only concern would be designing a program that would duplicate services that are already available.

Motion Made by:	Sanya Bugay		
2 nd Motion by:	Tim Bowers		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers	X		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay	X		
Steve Naylor	X		

Commissioner Tim Bowers left commission meeting at 3:50 p.m.

2016-04-009 Proposed Budget for FY 2016/2017: Commission to review, discuss and consider updating the 2016-2017 Budget.

Program Officer Waite outlined the proposed budget and pointed out major changes. Specifically the increase in the administration allocation went up significantly, due to a change in the formula used by the Kings County Department of Public Health. It is now based on the FTE and amount allocated to Salaries and Benefits.

Motion Made by:	Fabiola DeCaratachea		
2 nd Motion by:	Sanya Bugay		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers	Absent		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay	X		
Steve Naylor	X		

2016-04-014 KCOE CARES Budget Augmentation: Commission to review, discuss and consider approving an augmentation to the CARES budget in the amount of \$17,538 to include funding from the contract with First 5 California IMPACT.

Program Officer Waite briefly discussed KCOE CARES budget augmentation, highlighting that this augmentation allocates IMPACT funds from First 5 California and allow KCOE to start the hiring process on new FTEs.

Motion Made by:	Dr. Michael Mac Lean		
2 nd Motion by:	Fabiola Decaratachea		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Tim Bowers	Absent		
Fabiola DeCaratachea	X		
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Michael Mac Lean	X		
Sanya Bugay	X		
Steve Naylor	X		

Informational Agenda Items

2016-2017 Request for Applications (RFA): Commission to review RFAs that will be released as part of the procurement process for 2016-2017.

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

No comments were made by the commission

Spotlight on Service: Staff from the Kings County Office of Education will present an overview of the funded project: CARES.

Alice Patterson briefly went over QRIS activities that are currently taking place in the county. She described programs are rated within 7 elements and eight classrooms were rated Fall 2015. Of those classrooms, five were rated on tier 4. She added infant and toddler programs would be rated Spring 2016. She also described status of IMPACT grant.

Staff Report: April 2016

Scott Waite commented staff reports are presented as written.

Future Agenda Items

June 2016

- Minutes from April 12, 2016 Commission Meeting
- April 2016 Fiscal Report
- Approval of Grantee Contracts:
 - Avenal Family Connection

- Corcoran Family Resource Center
- Kettleman City Family Resource Center
- Hanford Family Connection and Lemoore Family Connection
- KCOE – CARES
- UCP – Parent & Me
- UCP – Special Needs
- 3rd Quarter Grantee Achievement Report
- Commission Budget Modification/Augmentation for FY 2015/2016
- Commission Schedule for FY 2016/2017

Commissioner Comments

Commissioner Bugay will be out on maternity leave for 6 weeks and therefore will not be present at the June 2016 meeting.

Meeting adjourned at 4:24 p.m.

Review Next Meeting Date & Adjournment

- June 7, 2016 at 3:00 PM