



# Meeting Minutes

February 7, 2017

## Call to Order & Welcome

The meeting was called to order at 3:04 PM

## Commissioners Roll Call

Commissioner	Present	Absent	Joined Meeting After Roll Call
Tim Bowers		X	
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Milton Teski	X		Arrived at 3:05p.m.
Sanja Bugay	X		
Steve Naylor	X		

Commissioner Dr. Milton Teski arrived at 3:05 p.m.

## Review and Modification to Agenda

No modifications were made.

## Opportunity for Public Comment

Commissioner Mary Anne Ford Sherman offered opportunity for public comment, none were offered.

## Consent Calendar

**2017-02-001 Approval of Minutes: December 6, 2016 Commission Meeting  
FY 16/17 December 2016 Fiscal Report**

Motion Made by:	Sanja Bugay		
2 <sup>nd</sup> Motion by:	Joe Neves		
Motion (Pass/Fail)	Pass		
<b>Commissioner</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Tim Bowers			
Mary Anne Ford-Sherman	X		
Joe Neves	X		
Dr. Milton Teski	X		
Sanja Bugay	X		
Steve Naylor	X		

## Action Items

**2017-02-002 Establish a Nomination Committee for 2017-2018 Chair Elect:** The Chair will create a subcommittee that will be charged with nominating a Chair elect for FY 2017-2018.

Commissioners Bugay and Teski offered to form the nomination sub-committee to nominate chair elect for First 5 Kings County Commission FY 2017-2018. These two commissioners were appointed to the sub-committee by the Commission Chair.

**Informational Agenda Items**

**FY 16/17 2<sup>nd</sup> Quarter Grantee Achievement Report:** Commission to review and discuss the FY 16/17 2<sup>nd</sup> Quarter Grantee Achievement Report.

Program Officer Waite commented quarterly reports are all are making satisfactory progress and have been submitted on time. Program Officer Waite commented Linkages to Learning has spent 30% of the budget due to the backpack purchases being done in fiscal year 15/16.

**2017-2018 Request for Applications (RFA):** Commission to review RFAs that will be released as part of the procurement process for 2017-2018.

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

Program Officer Waite commented Commissioner Tim Bowers corrected a date for Elevating Early Care and Education RFA. Commissioner Sanya Bugay asked whether RFA's are updated every 3-5 years. Program Officer Waite commented RFA's are updated once a year by First 5 King's County Commission. Program Officer Waite offered to create a survey monkey for grantee that would explore the option of moving to multi-year contracts.

**Proposed Home Visitation Budget:** Commission will review and provide feedback regarding a proposed budget for the Parents as Teachers (PAT) Home Visitation Project

Program Officer Waite commented PAT (Parents as Teachers) provides guidance on caseload and budget management. Waite additionally commented the job description he created does exist in the county however it has yet to be included in the First 5 Kings County budget for FY 17/18. The estimated costs for home visitation is \$438,037, with 3 home visits per family and 1 monthly one socialization event. Targeted Case Management projects to 50% of health related activities.

Commissioner Ford-Sherman asked if nutrition education is included for TCM, Executive Director Grice commented health education is not TCM eligible.

Commissioner Bugay and Executive Director Grice confirmed they would follow up on the child welfare/home visit pilot sample. Commissioner Bugay asked whether First 5 Kings County budget is already committed to home visiting. Program Officer Waite added First 5 Kings County budget has already been committed however there are other funding opportunities available. Executive Director Grice shared she was able to talk to Repetitive Rudy Salas about the importance of home visitation.

First 5 Kings County commission moved forward with updating staff in April's commission meeting regarding home visitation pilot sample.

\*Minutes began recording at 30.

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

Alice Patterson and Brenda Naranjo gave a detailed Kings County CARES About Quality presentation. Commissioner Mary Anne Ford-Sherman asked whether ASQ-Social and Emotional screenings are being made available to family childcare provider homes. Brenda Naranjo confirmed referrals will be made in family childcare provider homes. Brenda Naranjo commented CARES has a total of 262 participants which happens to be their highest program enrollment.

Commissioner Mary Anne Ford-Sherman commented CARES team truly is the definition of what commission believed it would originally do and become when they first moved forward with program. Commissioner Bugay commented CARES team is also providing a positive long term impact on their participants.

**Staff Report:** February 2017 & November 2017

Program Officer Waite commented he attended Legislative Day at the capital and he included the revenue projections from the Department of Finance.

### **Future Agenda Items**

April 2017

- Minutes from February 7, 2016 Commission Meeting
- FY 16/17 March 2017 Fiscal Report
- FY 2017/2018 Budget
- FY 2017/2018 Administrative Cost Limit
- First 5 California Annual Report
- Election of 2017-2018 Chair elect
- Spotlight on Service: Kings County Office of Education: CARES
- Update on augmenting CARES contract due to grant opportunity

### **Commissioner Comments**

Commissioner Mary Anne Ford-Sherman offered opportunity for commissioner comments. None were offered.

### **Review Next Meeting Date & Adjournment**

The next meeting will take place April 4, 2017 at 3:00 PM

Meeting adjourned at 4:08p.m.