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AGENDA

May 6, 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		
Dr. Michael Mac Lean		X	
Lois Zercher-Wynne	X		

Review and Modification to Agenda

Deputy Director of Nursing and Community Services Grice requested that Action Items be moved up to the top of the agenda as a commissioner has a scheduling conflict and may need to leave early.

Deputy Director of Nursing and Community Services Grice requested that 2014-05-001 Approval of Minutes: April 1, 2014 be removed, edited and brought back at the next commission meeting.

Deputy Director of Nursing and Community Services Grice requested that 2014-05-005 Approval of Grantee Contract: Hanford Family connection and Lemoore Family Connection be handled separately due to a commissioner conflict of interest.

Deputy Director of Nursing and Community Services Grice requested that 2014-05-006 Approval of Grantee Contract: KCOE - CARES be handled separately due to a commissioner conflict of interest.

Opportunity for Public Comment

None

Consent Calendar

- 2014-05-002 Approval of Grantee Contract: Avenal Family Connection**
- 2014-05-003 Approval of Grantee Contract: Corcoran Family Resource Center**
- 2014-05-004 Approval of Grantee Contract: Kettleman City Family Resource Center**

- 2014-05-007 Approval of Grantee Contract: UCP – Parent & ME**

2014-05-008 Approval of Grantee Contract: UCP – Special Needs

Motion Made by:	Neves
2 nd Motion by:	Montgomery
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	0
Motion (Pass/Fail)	Pass

2014-05-005 Approval of Grantee Contract: Hanford & Lemoore Family Connections

2014-05-006 Approval of Grantee Contract: KCOE – CARES

Commissioner Bowers stepped down from his seat on the commission and joined the audience for this agenda item.

Motion Made by:	Ford-Sherman
2 nd Motion by:	Zercher-Wynne
Number of Votes in Favor of Motion:	5
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	Bowers
Motion (Pass/Fail)	Pass

After the vote, Commissioner Bowers rejoined the commission.

Discussion/Action Items

2014-05-009 Approval of Modified 2013/2014 Budget: Commission to review, discuss and consider approval of Modified FY 2013/2014 Budget.

Commissioner Bowers asked for clarification regarding the total of the budget modification/transfer. Program Officer Waite clarified that this move results in a zero total move. Deputy Director of Nursing and Community Services Grice additionally clarified that this move is for internal purpose to account for the expenditure of funds.

Motion Made by:	DeCaratachea
2 nd Motion by:	Montgomery
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	None
Motion (Pass/Fail)	Pass

2014-05-010 Approval of Early Learning Support Specialist (ELSS) Contract: Commission to review, discuss and consider approving the ELSS Contract for FY 2014/2015.

Commissioner Zercher-Wynne requested clarification if the position was a full time position. Both Commissioner Bowers and Program Officer Waite clarified that the position is based on billing hours that the consultant actually worked at a standard rate.

Motion Made by:	Neves
2 nd Motion by:	DeCaratachea
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	None
Motion (Pass/Fail)	Pass

2014-05-011 Cancellation of June 2014 Commission Meeting: Commission to consider cancellation of June 2014 Commission Meeting to hold an open house and lack of Commission Business.

The June 2014 Commission Meeting would be canceled for staff to host an open house at the new First 5 Kings Offices. Commissioner Montgomery asked if the open house would be held at the normal date and time. Program Officer Waite stated that an invitation will be sent out to Health Department Staff, Funded Project, Commissioners and other stakeholder once the meeting has been canceled.

Commissioner DeCaratachea asked if the cancelation would affect the timeline for the strategic planning process. At the last meeting it was requested that staff bring back agenda item 2014-04-003 with additional information. Staff is to look at the existing contracts specifically family resource centers to determine if the data is available and then the Commission can make a decision if existing channels are sufficient or an external contractor is required. Commissioner DeCaratachea asked if the cancelation will the delay and/or impact the timeline. Program Officer Waite clarified that he has been working with FRCs and other contractors to identify if the desired data set is available. Deputy Director of Nursing and Community Services Grice additional stated that because we started this process so early, a one month delay should not impact First 5 Kings ability to meet the states requirement. Program Officer Waite stated that First 5 would have a full year prior to the implementation of the new strategic plan and that 8 months remain before the new strategic plan is required for contracting purposes.

Motion Made by:	Ford-Sherman
2 nd Motion by:	DeCaratachea
Number of Votes in Favor of Motion:	6
Number of Votes Opposed to Motion:	0
Number of Abstentions (by name)	None
Motion (Pass/Fail)	Pass

Regular Agenda Items

Fiscal Report

Program Officer Waite stated that currently First 5 has over expended in the following categories; Memberships, Publications and Legal Notices, Rent & Office Space, Document Storage and Professional and Specialist Services. Currently the commission has spent 47% of the budgeted amount on Salaries & Benefits. The Administrative rate is currently at would be 10% well below the Administrative cost limit of 165% for FY 13/14. Total expenditures are 67%, while we are 75% of the way through the fiscal year, first 5 Kings projects being \$225,000 under budget.

Staff Report

Deputy Director of Nursing and Community Services Grice stated that an open house on May 20, 2014 @ 3:00. Various stakeholders will be able to come in and see the new space that First 5 is occupying.

She also stated that Program Officer Waite and Michelle Bieber from WIC have been developing a collaboration between WIC and First 5 funded projects. The plan would have WIC staff would distribute Ages and Stages Questionnaire (ASQ) screening tools at regular intervals. The completed tool would then be sent to the closest FRC, this would provide routine and early developmental screening. Staff is targeting the Corcoran FRC as a pilot project. This demonstrates the excellent fit between First 5 and the Health Department.

Program Officer Waite stated that he attend First 5 Association meeting in Sacramento the topics covered were: Talk Read Sing Media campaign, SB 837 expanded T-K, SB1123 Strong Start ECE Bill. He also reviewed RFAs with Grantees, 3rd quarter progress reports.

School Readiness Coordinator Avila complete her 3rd round of Linkages 2 Learning meetings. She is also currently conducting spring orientation events at participating kindergarten serving school sites. She has distributed over 1800 backpacks this fiscal year.

The supply of New Parent Kits has been cutoff until a new supplier can be procured by First 5 California. It is projected that a new contract will be in place and kits will be ready to ship by July 1st, 2014.

Study Session Items

Spotlight on Service – West Hill Community College – Avenal Family Connection: Staff from West Hills Community College will present an overview of the Avenal Family Connection.

Ana Leon from the Avenal Family connection presented an overview of the funded project.

Deputy Director of Nursing and Community Services Grice stated that the health department has space in Avenal that FRC could access from classes. The Health Department only uses the building 7 to 9 times a month.

Commission DeCaratachea stated that Raising a Reader is still being implemented as the original MOU stated. It is currently one of the most popular services.

Future Agenda Items

July

- 2013/2014 3rd Quarter Project Achievement Report
- First 5 Policy Manual
- First 5 Procedure Manual
- Strategic Plan Data Sources and Processes
- UCP – Parent & Me Evaluation Report by EMT
- Spotlight on Service: KCAO - Kettleman City FRC

Commissioner Comments

Commissioner Ford-Sherman stated that two community process taking place suicide prevention task force that included preschools, there might be useful data there. Kings Partnership for Prevention is also conducting a comprehensive need assessment that is already under way.

Deputy Director of Nursing and Community Services Grice stated that there are 7 priority areas will be looking into all the areas expect to be completed in July or August and will be working on the report expect to be completed by Jan. 1, 2015. The KPFP needs assessment is based on the National Prevention Strategy.

Review Next Meeting Date & Adjournment

Meeting was adjourned at 3:38 p.m. until the next meeting, now scheduled for July 1, 2014 at 3:00 p.m.
July 1, 2014 at 3:00 PM