

FIRST 5 KINGS COUNTY CHILDREN AND FAMILIES COMMISSION
Minutes
February 6, 2007

Commissioners Present: Bill Black, David Droker, Mary Anne Ford-Sherman, Joe Neves, and Perry Rickard.

Commissioners absent: Peggy Montgomery, John Stankovich.

Commission staff present: Lisa Watson, Executive Director; Fabiola DeCaratachea, Program Officer; Scott Waite, Program Officer; Jon-Michael Hice, Community Specialist; Anamaria Dominguez, Executive Secretary.

Consultants to the Commission: Kelly Marschall, SEI.

County staff to the Commission: Kyle Sand, County Counsel

Others present: Debbie Gibson, Kathy Cruz, Michelle White, Catherine Kemp, Marleen Smith.

Call to Order: Meeting was called to order by Chair Elect Bill Black in absence of Chair John Stankovich. Roll was taken by Ana Dominguez. Two Commissioners were absent.

Review and Modification of Agenda: No modification to the agenda was made.

Public Comment: Marleen Smith, from Central California CARES talked of the services provided by CARES and the desire to work with First 5 to enhance the services currently provided. A brochure was distributed to Commissioners and Commission staff. ED Watson will meet with Ms. Smith to discuss the availability of CARES at the FRC's.

Consent Calendar:

2007-02-001 Approval of minutes: January 9, 2007 Commission meeting.

2007-02-002 Family Resource Center Initiative

2007-02-003 School Readiness Initiative

2007-02-004 Child Health Initiative

2007-02-005 C.A.R.E.S. Initiative

2007-02-006 Special Needs Initiative

2007-02-007 Capacity Building Initiative

2007-02-008 Community Resource Initiative

Revised and new initiatives were presented for approval. Commissioner Rickard requested to pull item 2007-02-004 Child Health Initiative for discussion. Commissioners Droker and Rickard abstained from voting on item 2007-02-001. *All other Consent Calendar items were approved by motion made by Commissioner Ford-Sherman, seconded by Commissioner Droker.*

2007-02-004 Child Health Initiative – Commissioner Rickard made a comment indicating that as written, one of the goals of the initiative implicates that services will be provided to

children up to 18 years old. He requested to change the language to read "birth to age 5". Conversation was initiated by Commissioner Ford-Sherman regarding the inclusion of Mental Health services. ED Watson and Commissioner Ford-Sherman will meet to see how the two departments (Behavioral Health and First 5) can work together to address the issue. *Child Health Initiative was approved by motion made by Commissioner Droker, seconded by Commissioner Ford-Sherman. All other commissioners present in favor.*

Regular Agenda Items:

Fiscal Report – ED Watson reported out to the Commission that transfers have been made. Savings on personnel line are due to the vacant Office Assistant position.

Executive Director's (ED) Report: In her report, ED Watson provided a staffing and administrative activities update, as well as a copy of the School Readiness Application submitted to First 5 California.

Program Officer's Report:

Mrs. DeCaratachea informed the Commission of the grantees' reports received on time. A quarterly report inclusive of all the projects will be presented to the Commission at the next meeting. Audits to grantees won't take place in March as anticipated, due to tax season. It is expected to conduct these audits in early May. An auditing tool is currently being developed with the assistance of Social Entrepreneurs, Inc. Mrs. DeCaratachea also informed the Commission of the first training meeting scheduled for March 29, 2007 to get grantees acquainted with the new data base.

Mr. Waite provided an update on the Backpack to Success project. MOUs have been signed by schools willing to participate on the distribution of backpacks at their Kindergarten registration. First 5 California has changed the release date for the DVD version of the New Parent Kit. Mr. Waite continues working on the best practices manual and hopefully a preview will be presented at the next meeting.

Community Specialist's Report: Mr. Hice briefly mentioned the different articles of interest that came out in the Hanford Sentinel. He also informed that the new website is still under construction and a tentative launch date has been set to March 2007. Commissioners were reminded of bios needed for the website. The Resource Directory is being updated and soon will be ready, it was requested that if any agency will need more than 5 or 10 Resource Directories please let First 5 know. Commissioner Droker made a comment appreciating the work Mr. Hice has done on the Resource Directory.

Commissioner Ford-Sherman showed the Backpack Poster featuring her daughter and Commissioner Black's grandson. ED Watson explained how the Backpack Project is to be linked to Kindergarten registrations by First 5 hosting events at the Hanford Mall in March and April. First 5 will seek the collaboration from health providers to be on site and make these events a one stop kindergarten registration.

DISCUSSION/ACTION ITEMS

2007-02-009 FY 2007-2008 Budget - The 2007-2008 Budget was brought to the Commission for discussion and approval before submission to the County. The budget was created using the Commission's financial policy as a guide and it does not exceed the amount approved for FY2007-2008 in the financial plan. With the addition of 3 staff

members to fulfill School Readiness Activities, the responsibilities of the program officers have been shifted and costs are being reallocated to administration. Commissioner Droker had concerns on the allocation of administration expenses. *Commissioner Droker moved to approve FY 2007-2008 Budget, seconded by Commissioner Joe Neves. All Commissioners present in favor.*

2007-02-010 3 Year Commission Strategic Plan – ED Watson presented to the Commission the 3 Year Strategic Plan in which she incorporated all elements of the strategic planning process to include: Background of First 5, planning process, needs assessments completed, matrix of process and outcome indicators, initiatives, and financial plan. Areas of the strategic plan have been developed based on direction given to staff at the strategic planning meetings, as well as the last two commission meetings. Commissioner Rickard noted the change needed to Appendix F (Child Health Initiative). *3 Year Commission Strategic Plan was approved by motion made by Commissioner Rickard, seconded by Commissioner Ford-Sherman.*

2007-02-011 Armona Roll Over funds proposal – This proposal was brought back to the Commission to replace the item seen at last commission meeting were funding in the amount of \$7,875 was approved. The proposal is inclusive of one big event with local artists targeted to all communities followed by seven events for parents and children 0-5 throughout the fiscal year. *Commissioner Ford-Sherman moved the motion to approve the proposal for funding in the amount of \$36,675. Motion seconded by Commissioner Rickard.*

STUDY SESSION

2005-2006 Annual Community Report – Copy of the Annual Report was presented to the Commission for review. A Spanish version is being completed and will be printed and distributed throughout the community concurrent to the English version. ED Watson asked that any departments interested in being a distributor, please let First 5 know.

FUTURE AGENDA ITEMS

- Request for Application(s)
 - FRC RFA
 - School Readiness RFA
 - C.A.R.E.S. RFA
 - Kings CONNECTION RFA
- 2006-2007 Auditing Tool

COMMISSIONER COMMENTS

Commissioner Rickard provided an update on the Health Net contract for the Healthy Kids product. Additionally, negotiations are currently ongoing with the State for additional funds. Commissioner Ford-Sherman and Commissioner Rickard discussed the evaluation component of Healthy Families.

Commissioner Droker asked Commission and First 5 to collaborate with KCAO in helping families affected by freeze. Commissioner Ford-Sherman offered to assist, while Commissioner Rickard requested Mr. Droker set a meeting to talk about it.

ADJOURNMENT

Meeting adjourned at 5:01 p.m. to the next regularly scheduled meeting March 6, 2007 at 4:00 pm at the Kings County Board of Supervisors Chambers.

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