

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Wednesday, April 4, 2007
Kern County Department of Public Health
1800 Mt. Vernon Avenue
Bakersfield, California

Minutes

COMMISSION CONVENED @ 2:05 P.M.

ROLL CALL

Present: Commissioners Barlow, Brandon, Green, Jinadu, Koditek, Maben, Maier, Phelps and Rhoades

Note: Bw, Bn, Gn, Ju, Kk, Mn, Mr, Ps and Rs are abbreviations for Commissioners Barlow, Brandon, Green, Jinadu, Koditek, Maben, Maier, Phelps and Rhoades respectively. Alternate Commissioners are also similarly denoted. For example “Bn-Ju” denotes Commissioner Brandon made the motion and Commissioner Jinadu seconded it. The abbreviation “AB” means absent and “ABD” abstained. “All ayes” means that all Commissioners present voted affirmatively. “NO” indicates a negative vote by the indicated Commissioner(s).

ELECTION OF OFFICERS

Mn – Bn
All Ayes

- 1) Election of officers – THE REPORT OF THE NOMINATING COMMITTEE WAS MADE BY THE EXECUTIVE DIRECTOR; THE CHAIRPERSON CALLED FOR NOMINATIONS FROM THE FLOOR AND NONE WERE OFFERED; OFFICERS WERE ELECTED AS FOLLOWS: ROLAND MAIER, CHAIRPERSON; MARY BARLOW, VICE-CHAIRPERSON; DIANE KODITEK, TREASURER; ESTHER BRANDON, SECRETARY.

CHAIRPERSON MAIER PRESENTED A PLAQUE TO DR. JINADU IN RECOGNITION OF AND APPRECIATION FOR HIS SERVICE AS THE FIRST 5 KERN CHAIRPERSON FROM 2005 TO 2007.

REPORTS AND ANNOUNCEMENTS

- 2) Commissioners
 - Commissioner Rhoades announced that his last day as Interim Director of the Department of Human Services will be May 11, 2007.
 - Commissioner Koditek informed Commissioners that a request was made to Mr. Ladd to provide the Board of Supervisors with a brief summary and historical background describing the process and information that the Commission considers when making decisions to approve contracts.
 - Commissioner Jinadu expressed his appreciation and gratitude to the Executive Director and his staff for all of their excellent work.

- 3) Technical Advisory Committee's Report – Commissioner Brandon reviewed the March 19, 2007 TAC meeting, as documented in the meeting Minutes.
- 4) Executive Director's Report
 - Mr. Ladd reported on and distributed the new Kit for New Parents.
 - Mr. Ladd reported on the Mayer Hoffman McCann forensic invoice, in the amount of \$101,339.59; the CSUB review, which cost approximately \$10,000; and the cost of staff time in the audit, which exceeded \$25,000.
 - Mr. Ladd reminded the Commission of the First 5 California Annual Statewide Conference date, May 31, 2007, and invited all to attend.
 - Mr. Ladd reported that the third annual All About the Kids Day was held March 21, 2007, in Sacramento, and was attended by Commissioner Jinadu and Alternate Commissioner Wasson, along with staff.
 - Mr. Ladd presented the Resolution of Honor plaque presented to First 5 Kern and to Executive Director Steven Ladd by the First 5 Association of California.
- 5) Report on the Children's Health Initiative – Chief Program Officer Kimberly Fulton reported that the Children's Health Insurance Committee agreed to a rate decrease for the HKKC program, gave an update on the enrollment numbers for the Application Assistants programs, and responded to questions.
- 6) Independent Evaluator's Report – Dr. Wagner, CSUB Institute for Social and Community Research, reported that ISCR has put forward a scope of work for the four month agreement extension and once approved by the Provost, ISCR would continue to carry out its work with the Commission through October 31, 2007, as well as assist in the transfer of data and material to a future evaluator.

PUBLIC PRESENTATIONS

- 7) No one was heard.

PUBLIC HEARING

Ju – Ps
All Ayes

- 8) First 5 California Annual Report for Fiscal Year 2005-06 – OPENED THE PUBLIC HEARING; RECEIVED NO PUBLIC TESTIMONY; CLOSED THE PUBLIC HEARING; RECEIVED AND FILED THE FIRST 5 CALIFORNIA ANNUAL REPORT FOR FISCAL YEAR 2005-06.

ACTION ITEMS

Rs – Gn
All Ayes

- 9) Release of RFP for Program Evaluation Services – DIRECTED STAFF TO RELEASE THE REQUEST FOR PROPOSALS FOR PROGRAM EVALUATION SERVICES; AUTHORIZED THE CHAIRPERSON TO APPOINT A SELECT COMMITTEE OF COMMISSIONERS TO REVIEW PROPOSALS AND MAKE RECOMMENDATIONS TO THE COMMISSION; DIRECTED STAFF TO REPORT

AT THE JUNE 2007 MEETING THE RECOMMENDATIONS OF THE SELECT COMMITTEE REGARDING THE SELECTION OF A NEW EVALUATION CONTRACTOR AND TO PREPARE THE NECESSARY CONTRACT DOCUMENTS FOR COMMISSION REVIEW AND APPROVAL; AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO MOVE THIS PROGRAM FORWARD.

Mn – Ju
All Ayes

- 10) Agreement with CS&O for Data Management Services – APPROVED THE AGREEMENT WITH THE CORPORATION FOR STANDARDS AND OUTCOMES FOR A TERM OF THREE YEARS, IN AN AMOUNT NOT TO EXCEED \$228,905 IN FISCAL YEAR 2007-08, \$229,791 IN FISCAL YEAR 2008-09 AND \$229,384 IN FISCAL YEAR 2009-10; AUTHORIZED THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY, SUBJECT TO APPROVAL BY COUNSEL AS TO FORM; AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THIS PROGRAM.

Mn – Ju
All Ayes

- 11) Release of Request for Proposals for the Kern Reaches Its Babies Program – DIRECTED STAFF TO RELEASE THE REQUEST FOR PROPOSALS FOR THE KERN REACHES ITS BABIES PROGRAM; AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO MOVE THIS PROGRAM FORWARD.

Rs – Ju
All Ayes

- 12) Six Year Financial Plan – APPROVED THE REVISED SIX YEAR FINANCIAL PLAN; AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY ACTIONS NECESSARY TO IMPLEMENT THE SIX YEAR FINANCIAL PLAN.

Rs - Mn
All Ayes

- 13) Recommendations of the Personnel Committee on Employee Salaries – APPROVED THE RECOMMENDATIONS OF THE PERSONNEL COMMITTEE: APPROVED NEW JOB SPECIFICATIONS FOR THE SENIOR PROGRAM OFFICER, SENIOR FINANCE OFFICER AND FINANCE SPECIALIST POSITIONS; APPROVED THE REVISED SALARY STEP SCHEDULE, EFFECTIVE APRIL 14, 2007; AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER ACTIONS NECESSARY TO IMPLEMENT THE CHANGES.

Mn - Ju
All Ayes

- 14) Committee Appointments – CHAIRPERSON MADE AND COMMISSION APPROVED APPOINTMENTS AS SHOWN ON ATTACHMENT B.

Mn – Ju
All Ayes

- 15) Minutes of Children and Families Commission regular meeting of February 7, 2007, special meeting of February 26, 2007, and strategic planning meeting of March 2, 2007 – APPROVED

Mn – Ps
All Ayes

- 15a) Request for Resolution Stating Opposition to SB 893 (Cox) – COMMISSION ADOPTED A RESOLUTION IN OPPOSITION TO SB 893 (COX); AUTHORIZED THE CHAIRPERSON TO SIGN THE RESOLUTION; DIRECTED STAFF TO TRANSMIT THE RESOLUTION TO THE CHAIR OF THE SENATE HEALTH COMMITTEE, TO STATE LEGISLATORS REPRESENTING KERN COUNTY AND TO THE KERN COUNTY BOARD OF SUPERVISORS.

CLOSED SESSION ITEM

Mn – Bw
All ayes 15b) Notice of Closed Session - Public Employee Performance Evaluation (Title: Executive Director) (Government Code Section 54957) – ADJOURNED TO CLOSED SESSION.

Mn – Bw
Mr – NO
Ju - ABS
READJOURNED TO OPEN SESSION; CHAIRMAN MAIER REPORTED THAT THE COMMISSION TOOK THE FOLLOWING ACTION IN CLOSED SESSION: THE COMMISSION EXERCISED ITS AUTHORITY TO TERMINATE EMPLOYMENT OF THE EXECUTIVE DIRECTOR IN ACCORDANCE WITH PARAGRAPH 4.B.II. OF THE AGREEMENT, SUBJECT TO AN AMENDMENT TO THE AGREEMENT TO MAKE THE TERMINATION EFFECTIVE JANUARY 18, 2008, TO ALLOW THE EXECUTIVE DIRECTOR TO ASSIST IN THE TRANSITION OF AUTHORITY TO THE NEW EXECUTIVE DIRECTOR.

ACTION ITEM

Rs - Gn
All Ayes 15c) Addendum to Agreement for Professional Services between the Commission and Steven G. Ladd – APPROVED; AUTHORIZED CHAIRMAN TO SIGN

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

Mn – Ju
All Ayes 16) Strategic Planning Workshop Report from facilitator – RECEIVED AND FILED

Mn – Ju
All Ayes 17) Monthly Financial Reports for January and February 2007 – RECEIVED AND FILED

Mn – Ju
All Ayes 18) Monthly report on contracts executed – RECEIVED AND FILED

Mn – Ju
All Ayes 19) Letter from Leticia Alejandrez, Executive Director, CFRA, dated January 17, 2007, re: organizational highlights – RECEIVED AND FILED

Mn – Ju
All Ayes 20) Letter from Dr. Horace Mitchell, President CSUB, dated March 1, 2007, re: evaluation services – RECEIVED AND FILED

Mn – Ju
All Ayes 21) Letter from Karen Perry, RN, BSN, Wasco Union School District, dated March 19, 2007, re: evaluation services – RECEIVED AND FILED

Mn – Ju
All Ayes 22) Report on Expenditure under the Policy on Support of Community Activities and Events (California Migrant Leadership Council) – RECEIVED AND FILED

Mn – Ju
All Ayes 23) Report on Expenditure under the Policy on Support of Community Activities and Events (Kern County Child Care Council) – RECEIVED AND FILED

Mn – Ju
All Ayes 24) Report on Expenditure under the Policy on Support of Community Activities and Events (Leukemia and Lymphoma Society) – RECEIVED AND FILED

- Mn – Ju
All Ayes 25) Report on Expenditure under the Policy on Support of Community Activities and Events (South Bakersfield Kiwanis) – RECEIVED AND FILED

- Mn – Ju
All Ayes 26) Minutes of the Technical Advisory Committee meeting of January 22, 2007 – RECEIVED AND FILED

- Mn – Ju
All Ayes 27) Meeting Notes of the Nominating Committee meeting of March 19, 2007 – RECEIVED AND FILED

ADJOURNMENT

- 28) Adjourned to Wednesday, May 9, 2007, 2:00 p.m., Public Health Facility, Bakersfield.