

**FIRST 5 KERN**  
**KERN COUNTY CHILDREN AND FAMILIES COMMISSION**

Wednesday, November 7, 2007  
Kern County Superintendent of Schools Office – Board Room  
1300 17<sup>th</sup> Street  
Bakersfield, California

Minutes

COMMISSION CONVENED @ 2:03 P.M.

ROLL CALL

Present: Commissioners Barlow, Brandon, Green, Jonah and Maier  
Alternate Commissioners Newman  
Absent: Commissioner Cheadle, Koditek and Maben

PUBLIC PRESENTATIONS

1) No one was heard.

REPORTS AND ANNOUNCEMENTS

- 2) Commissioners: No one was heard.
- 3) Contractor's Highlight – Discovery Depot, Child Care Center at the Bakersfield Homeless Shelter
  - Irene Cook, Director, Discovery Depot gave a PowerPoint presentation and shared portions of their evaluation by CS&O. Ms. Cook also introduced two parents Jacquelyn Meers and LaQuita Bonner of the program who shared their experience in the program.
- 4) Technical Advisory Committee's Report
  - Commissioner Brandon reported on the New TAC Member orientation; Chief Program Officer Kimberly Fulton's report on the Results Indicators Subcommittee and the next steps for the Strategic Plan Review; and the review of the Policy on Special Funding Request.
- 5) Executive Director's Report
  - Ms. Wayne submitted a first quarter update on her accomplishments.
  - Ms. Wayne distributed a list of staff's perceptions of First 5 Kern accomplishments.
  - Ms. Wayne reported her presentation to the Grand Jury, on Oct 24, 2007. Out of that presentation, one grand jury member volunteered to be a TAC Member and the other volunteered to be a Commissioner. A complimentary

letter from the Grand Jury will be on the December 2007 Commission agenda.

- Ms. Wayne reported that October 25, 2007, staff hosted a bag lunch with the Rotary Club of Bakersfield, Ms. Fulton gave an overview of First 5 Kern, Lourdes Niggle, of Story Telling Time and Melissa Vega, Coordinator with the San Joaquin Mobile Immunization Unit gave a tour of the mobile unit.
- Ms. Wayne invited the Commissioners to come in to see the office transformation. The office has children's artwork and pictures of the Commission in the foyer area.
- Ms. Wayne reported staff will present a Budget Review for the TAC at the next meeting on November 19, 2007.
- Ms. Wayne reported on the most recent site visits with Supervisor's Maggard and McQuiston, and Commissioners Green and Brandon.
- Ms. Wayne reported that First 5 Kern will be conducting contractor gathering beginning the first of the new year.
- Ms. Wayne reported that a decision by County Counsel that those non voting members who are working on committees will be able to vote and be included in the quorum.
- Ms. Wayne invited Commissioners to attend the State Commission meeting November 15, 2007 in Fresno and the First Five Executive Directors meeting, November 14, 2007 also in Fresno. Ms. Wayne asked those interested in attending to please give her a call for additional information.
- Ms. Wayne reported that staff had received a call from the Kern County Dental Society and they are very eager to find another community that would be interested in the fluoridation project.

6) Report on Children's Health Initiative

- Chief Program Officer Kimberly Fulton gave an outline of the medical programs, Medi-Cal, Healthy Families and Healthy Kids Kern County and then an update on the Healthy Kids Kern County Program, Application Assisting and OERU.

PUBLIC HEARINGS

Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes

- 7) Annual Report to the State Commission – OPENED HEARING; NO PUBLIC TESTIMONY WAS HEARD; CLOSED HEARING; RECEIVED AND FILED ANNUAL REPORT TO THE STATE FIRST 5 COMMISSION.

SPECIAL PRESENTATIONS

- 8) Presentation by Marc Thibault, Senior Vice President, CS&O on Evaluation Services described their approach to accomplish the following goals:
- To further First 5 Kern's ability to monitor, report, and evaluate each contractor's performance in line with its contractual agreement
  - To provide accurate data for the Commission to make future funding decisions,
  - To demonstrate the effects of Contractors' services on the community.

- To work closely with Commission staff and contractors to implement our overall plan that involves, among many duties:
  - ü reducing the data entry burden on contractors
  - ü creating a single data entry screen for programs serving both families and individual clients
  - ü adding invoicing capability to OCERS to streamline that administrative function.

*Commissioner Jonah entered the meeting @ 3:00 P.M.*

**Evaluation Design Will Include**

- Quarterly site reviews
  - Meaningful data collection instruments
  - Stringent research techniques and data analysis to ensure data integrity, reliability, and consistency in outcomes reporting to you and the state legislature
  - Linking results to county wide secondary baseline data to compare contractor sites and results to all of First 5 Kern and conditions throughout Kern County
  - Working with First 5 Kern to review past cost-benefit analysis (CBA) reports in order to design and conduct 2008 CBA report.
  - Working with First 5 Kern to design the 2008 Annual Report which is more user-friendly and accessible
  - Provide focus groups with program staff and participants to learn more about their view of programs, their impact,
  - Assist with the Commission’s Economic Impact Report to answer the question - How do First 5 Kern’s program investments impact the community, participants and staff?
  - Build on earlier Kern County community development efforts that facilitate linkages with Vision 2020, United Way, KCNC, and First 5 Kern.
  - Create new and access existing GIS maps that can provide a visual picture of needs, services, infrastructure and trends in Kern County and the region as First 5 seeks integration opportunities and partners.
  - Integrate evaluation findings into Contractor highlight presentations to the Commission.
  - Outlining the evaluation progress, plans and findings.
- 9) Resolution expressing appreciation to Commissioner Larry Phelps for his service to the children and families of the County of Kern and the State of California – HELD OVER FOR THE DECEMBER 5, 2007 MEETING.

**ACTION ITEMS**

Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes

- 10) Calendar of Meetings for First 5 Kern Commission and TAC for 2008 – APPROVED

Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes

- 11) Recommendation from the Technical Advisory Committee on Policy and Process for Special Funding – APPROVED THE RECOMMENDATIONS OF THE TECHNICAL ADVISORY COMMITTEE

Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes

- 12) Minutes of Technical Advisory Committee meeting of September 17, 2007 - APPROVED
- Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes 13) Minutes of Children and Families Commission regular meeting of October 3, 2007 – APPROVED
- Gn – Bn  
Ce, Mn – AB  
All Ayes 14) Letter from Steve Schilling, Chief Executive Officer of Clinica Sierra Vista requesting reinstatement of past funding of the Application Assistors Program– RECEIVED AND FILED AND REFER TO STAFF FOR CONSIDERATION

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

- Gn – Bn  
Ce, Jh, Mn – AB  
... 15) Monthly Financial Reports for September 2007 – RECEIVED AND FILED
- Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes 16) Monthly Report on Reserved and Unreserved Funds - RECEIVED AND FILED
- Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes 17) Letter of appreciation from Amy Mills, Friends of Mercy Foundation Development Officer for gift of \$2500.00 in support of the Mercy Southeast Services Bi National Health Week 2007 – RECEIVED AND FILED
- Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes 18) Letter of Appreciation from Connie Selgrath, 2006-07 President of Kiwanis Club of South Bakersfield and Kids Safety Carnival Chair - RECEIVED AND FILED
- Gn – Bn  
Ce, Jh, Mn – AB  
All Ayes 19) Letter from John Guinn, City Manager, City of Shafter regarding Water Fluoridation Project and follow up recommendation from staff – RECEIVED AND FILED

ADJOURNMENT

- 20) Adjourned to Wednesday, December 5, 2007, 2:00 p.m., Kern County Department of Public Health Facility, Bakersfield.