

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION

Wednesday, October 3, 2007
Kern County Superintendent of Schools Office – Board Room
1300 17th Street
Bakersfield, California

Minutes

COMMISSION CONVENED @ 2:03 P.M.

ROLL CALL

Present: Commissioners Brandon, Green, Koditek, Maben, Maier and
Alternate Commissioners Christman and Wasson
Absent: Commissioner Barlow and Phelps

PUBLIC PRESENTATIONS

- 1) Steve Schilling, CEO, Clinica Sierra Vista with Jan Hefner, Director, CHI, reported that an effort is underway to support the OERU program that was deleted from the State budget by Governor Schwarzenegger. Mr. Schilling reported that there has been a meeting with the Board of Supervisors to attempt to obtain a commitment from the County of Kern to restore funding for the months of July and August 2007. Mr. Schilling stated that a proposal for the succeeding ten months will be submitted to First 5 Kern, the County of Kern, and some of the health plans that provide coverage for Healthy Families, MediCal and Healthy Kids to ask for contributions to keep the OERU assistance alive in the County through June of 2008.

REPORTS AND ANNOUNCEMENTS

- 2) Commissioners
 - Commissioner Wasson reported that Kern County is still dealing with the West Nile Virus and those most at risk are very young children and the elderly. Commissioner Wasson brought pamphlets and mosquito repellent to distribute.
- 3) Contractor's Highlight – Cal State University Bakersfield Advancement for Preschool Learning Leadership and Education Project (APLLE), Christie Howell, Ph. D.
 - Dr. Howell reported on the budget and statistics of the APLLE Program funded by First 5 Kern.
 - Dr. Howell introduced two graduates of the APLLE Program, Cynthia Zuniga, Preschool Teacher at the Cal Stare Child Development Center

and Jamie La Favor, Teacher, Bakersfield College Child Care Center who shared their experiences with the APLLE Program.

4) Technical Advisory Committee's Report

- Commissioner Brandon reported on the work of the Strategic Planning Results Indicator and Building Partnerships subcommittees, tasked with reviewing the results indicator area of the strategic plan and exploring partnerships with the goal of achieving integration of services.
- Commissioner Brandon gave an update on First 5 Kern's policy for special funding request as reported by the subcommittee. Commissioner Brandon reported a final product will be presented to the TAC for approval at the next meeting October 15, 2007, and then to the Commission for adoption on November 7, 2007.

5) Executive Director's Report

- Ms. Wayne reported on the resignation letter presented by Commissioner Larry Phelps effective October 1, 2007.
- Ms. Wayne reported that KGET Channel 17's, Early Morning Show, every month on the 19th will provide updates on First 5 Kern projects. This month Chairman Maier and Janet Goon from the Nurse Family Partnership program will present on Breast Feeding Month.
- Ms. Wayne introduced new staff members Jon Auger, Program Officer and Charlene McNama, Office Manager.
- Ms. Wayne reported that the Personnel Committee and the Budget and Finance Committee met and as a result of both committee meetings a decision was made to delay a recommendation to the Commission on Personal Leave Accrual and Executive Director travel approval because of issues with the employee policy manual that needs to be fine tuned. Ms. Wayne reported she had contacted PAS and Associates, a firm in Kern County that specializes in human resources. First 5 Kern will retain them to review its personnel manual and to give suggestions particularly on the two issues.
- Ms. Wayne thanked the Kern County Superintendent of Schools for opening up their facility for First 5 Kern's monthly commission meetings.
- Ms. Wayne reported that October 17, 2007, at the Department of Public Health, First 5 Kern will be co-hosting a teleconference with the Kern County Child Care Council and the California Preschool Instructional Network for a national organization called Pre-K Now. They are sponsoring this teleconference to raise awareness of issues related to Pre-Kindergarten. Invitations have been sent out in the community to those interested in early education. Adam Alvidrez and Tammy Burns will be co-facilitating.
- Ms. Wayne reported from the Budget and Finance Committee meeting a discussion on the City of Shafter Fluoridation project, which was

awarded one million dollars for fiscal years 05-06 and 06-07. Ms. Wayne reported to date First 5 Kern has not heard from the City of Shafter regarding their plans for the allocated funds. Ms. Wayne reported since the Budget and Finance Committee meeting she has had a conversation with the Shafter City Manager and he has promised to send a copy of the feasibility report. The Shafter City Manager stated there were some major issues that came up in that report in terms of challenges for going forward and they have made the decision to put this item on their City Council agenda on October 16, 2007. Ms. Wayne reported she would attend that meeting and will bring back information in November as to whether the City of Shafter plans to move forward on their fluoridation project.

- Ms. Wayne reported that the First 5 Executive Director Association meeting will be held on November 14, 2007 and the First 5 California meeting will be on November 15, 2007 in Fresno, CA. Ms. Wayne invited all to attend and will send out reminders at a later date.

6) Report on Children's Health Initiative

- Ms. Fulton, Chief Program Officer gave an update on the Children's Health Initiative reporting that as of August 2007, 553 children aged 0 – 5 , and 960 children aged 6 – 19 were enrolled in the Healthy Kids Kern County program. Ms. Fulton also reported that as of July 1, 2007 the KATCH program began its fourth year of application assisting.

PUBLIC HEARINGS

Mn – Gn
Bw, Ps - AB
All Ayes

- 7) Annual financial audit – OPENED HEARING; Mr. Steve Starbuck from Brown, Armstrong Accounting firm gave highlights of the Audit Report. RECEIVED AND FILED ANNUAL FINANCIAL AUDIT

SPECIAL PRESENTATIONS

Mn - Wn
Bw, Ps- AB
All Ayes

- 8) Resolution expressing appreciation to former Executive Director, Steven G. Ladd, for his service to the children and families of the County of Kern and the State of California. A letter from Steve Ladd was read by Chair Roland Maier – ADOPTED RESOLUTION

ACTION ITEMS

Mn – Gn
Ps, Bw – AB
All Ayes

- 9) California State University Bakersfield, Institute for Social and Community Research, Annual Report of Findings – After a power point presentation by Dr. Andrew Crawford the report was RECEIVED AND FILED
- 10) Recommendation from the Personnel Committee on Personal Leave Accrual – ITEM HELD OVER PENDING REFERRAL FROM PAS ASSOCIATES.

11) Recommendation from the Personnel Committee on Policy on Approval of Executive Director’s travel – ITEM HELD OVER PENDING REFERRAL FROM PAS ASSOCIATES.

Gn – Mn
Bw, Ps – AB
All Ayes

12) Project 2002.6.1 (Kern County Superintendent of Schools – School Readiness Administration) - APPROVED THE AGREEMENT WITH THE KERN COUNTY SUPERINTENDENT OF SCHOOLS, FOR A TERM OF ONE YEAR, IN AN AMOUNT NOT TO EXCEED \$50,000 IN FY 2007-2008; 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 - Gn
Bw,Ps – AB
All Ayes

13) Minutes of Children and Families Commission regular meeting of September 5, 2007 – APPROVED AS CORRECTED

MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED

Mn – Gn
Bw, Ps-AB
All Ayes

14) Monthly Financial Reports for August 2007 – RECEIVED AND FILED

Mn – Gn
Bw, Ps - AB
All Ayes

15) Monthly Report on Reserved and Unreserved Funds - RECEIVED AND FILED

Mn – Gn
Bw, Ps - AB
All Ayes

16) Monthly Report on Contracts Executed – RECEIVED AND FILED

Mn – Gn
Bw, Ps - AB
All Ayes

17) Report on Expenditure under the Policy on Support of Community Activities and Events (Kern County Fire Department – Great Firefighter Cook Off) – RECEIVED AND FILED

Mn – Gn
Bw, Ps -AB
All Ayes

18) Report on Expenditure under the Policy on Support of Community Activities and Events (Binational Health Week) – RECEIVED AND FILED

Mn – Gn
Bw, Ps -AB
All Ayes

19) Report on Expenditure under the Policy on Support of Community Activities and Events (KGET 7th Annual Health Fair) – RECEIVED AND FILED

Mn – Gn
Bw, Ps -AB
All Ayes

20) Letter of Appreciation from Linda Low, Chief of Programs, Clinica Sierra Vista for three years of continued funding for Medi-Cal Application Assisters Program - RECEIVED AND FILED

21) Technical Advisory Committee Minutes of September 17, 2007 – MINUTES HELD OVER UNTIL APPROVED BY THE TECHNICAL ADVISORY COMMITTEE.

- Mn – Gn
Bw, Ps -AB
All Ayes
- 22) Agreement #2001.1.12 for Use of Property with American Lung Association – RECEIVED AND FILED
- Mn – Gn
Bw, Ps -AB
All Ayes
- 23) Agreement #2000.2.20 Use of Property with Clinica Sierra Vista, Adolescent Family Life Program (AFLP) – RECEIVED AND FILED
- Mn – Gn
Bw, Ps -AB
All Ayes
- 24) Agreement # 2004.7.3 Use of Property with Clinica Sierra Vista, Application Assisters – RECEIVED AND FILED

ADJOURNMENT

- 25) Adjourned to Wednesday, November 7, 2007, 2:00 p.m., Kern County Superintendent of Schools, Bakersfield.