



Minutes: Advisory Committee Meeting

735 E. Carnegie Drive, Suite 150, San Bernardino, California 92408

Meeting Date, Time and Location September 22, 2016
 Stacy Iverson called the meeting to order at 12:00 p.m.
 First 5 San Bernardino

Attendees **Advisory Committee**
 James Moses, Margaret Hill, Stacy Iverson, Ed Pare, Kathy Turnbull, Ron Griffin, George Lamb, Becky Thams, Colleen Hancock, Leslie Bramson, Michelle Parker

First 5 San Bernardino
 Scott McGrath, Mary Jaquish, Ruth Martinez, Debora Dickerson-Sims, Ronnie Robinson, Mary Alvarez, Ann Calkins

Guest
 Jeanna Kendrick, IEHP

Special Presentation “Adverse Childhood Experience (ACE) and Trauma Informed Care” **POSTPONED**

Consent A motion was made by Leslie Bramson and seconded by Kathy Turnbull to approve the minutes. Without further comment or objection, motion carried by unanimous vote to approve the minutes.

Item No.	CONSENT
1	Approve Minutes of April 28, 2016 Advisory Committee Meeting

Item No.	INFORMATION
2	<p>Staff Recommendations for Perinatal Services. (Presenter: Ronnie Thomas)</p> <p>For about a year and with the help of Harder+Co and individual stakeholders (IEHP, DPH, DBH, Molina), extensive data research was conducted to determine viable perinatal care services within the community and any gaps in services. Stakeholders expressed gaps relating to educational campaigns regarding first trimester visits and other matters related to perinatal care services. It was determined through this process that other services being offered by county departments were very closely related to the First 5 perinatal care strategies and direct services currently funded by First 5.</p>

Minutes: Advisory Committee Meeting

September 22, 2016

Page 2

	<p>Mary Jaquish gave some background information as to the evolution of perinatal services funded by First 5.</p> <p>First 5 staff recommends discontinuing perinatal services contracts and pursue educational campaigns to maximize awareness relating to perinatal care services and incentives already in place in the community for families. The contracts due to sunset June 30, 2017 are: Social Science Services (Cedar House); Department of Public Health; and Loma Linda University Children's Hospital, Comprehensive Tobacco Program.</p> <p>After brief discussion, committee members agreed.</p>
3	<p>Review Fund Balance Policy and develop recommendations for one-year's set aside funds. (Presenter: Debora Dickerson-Sims)</p> <p>In this year's budget, First 5 set aside about \$22 million which is about one year's worth of funding. The Commission would like the Advisory Committee to discuss parameters and make recommendations for proper use of these funds.</p> <p>Debora explained that F5SB is expending more than it brings in due to slowly using the fund balance to keep programs going. F5SB revenue is declining at about a rate of three percent a year. There are several factors that contribute to this decline some of which include tobacco taxes and decline of live births in the county.</p> <p>In the current fund balance policy for F5SB there is no verbiage relating to set aside funds. Debora explained the different types of definitions and reporting (non-spendable, restricted, committed, assigned and unassigned). Debora stated there are two places to insert set aside funds in the policy; Committed (where Commission authorization is needed to move) or Assigned (Executive Director has authorization). Based on previous conversations, the Commission would prefer the funds under the Committed section of the policy.</p> <p>Ron Griffin asked what the Commission envision for the fund's purposes. Debora gave a few examples: if funding ended, commitments would need to be taken care of, such as our building lease or money may be needed to finish contracts for the year; or payroll, etc.</p> <p>Committee members were presented with three different policies for reference from entities (County of San Bernardino, First 5 Los Angeles, First 5 Ventura County) who have verbiage for reserved set aside funds in their policies.</p> <p>After discussion, the Committee recommended the following: <i>Revise the existing fund balance policy under the "Committed" category which requires formal action to remove or modify.</i></p> <p><i>Minimum Fund Balance Reserves</i></p> <p><i>1. The minimum fund balance reserve is maintained at the level of \$22M. Reserve funds may be utilized for the following purposes:</i></p> <ul style="list-style-type: none"><i>a. Cash Flow: To mitigate delays in receiving revenues</i><i>b. Extreme Events: To restore and continue operations should an unanticipated event or natural disaster occur.</i><i>c. Budget: To ensure a sufficient level of fund balance to meet the Commission obligations in the event of a revenue shortage.</i>

Minutes: Advisory Committee Meeting

September 22, 2016

Page 3

4	<p>(Not on the Agenda) Mary Alvarez, First 5 Staff Analyst II, gave a brief presentation on asthma information and asthma related programs. Mary reported the Inland Empire Asthma Coalition Meeting occurs quarterly with San Bernardino and Riverside County providers. Present at the August 18 meeting were: American Lung Association, Molina Medical, IEHP, Loma Linda University, AQMD, and Riverside Public Health. The coalition is trying to determine if a teleconference would be more effective in getting more agencies to participate and attend meetings. School districts are not part of the coalition and should be, especially when school-aged children have been found to be absent due to asthma related illnesses. Also missing from the coalition are policymakers and Healthy Cities.</p> <p>Also discussed was the lack of recent data regarding asthma trends. The coalition members thought that IEHP and Molina could share their asthma data. To date, there are four programs between the two counties that are geared specifically for zero to five. There is no definite answer as to what program could replace the two in San Bernardino County once funding discontinues. The next coalition meeting is scheduled for November 18.</p> <p>Jeanna Kendrick offered to share IEHP's data and did state that asthma rates are declining. IEHP has good data on asthma diagnoses by geographic areas. An outreach campaign has been initiated. There has been good success through the health navigator program.</p>
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**Public
Comment**

None

**Committee
Member
Roundtable**

Kathy Turnbull thanked First 5 for their generous contribution to the recently held Children's Network Conference. This year, for the first time, over 100 youth attended the conference, mingling with adults and professionals. It was a special and positive experience for them.

Margaret Hill thanked Stacy Iverson for chairing the meeting.

George Lamb stated he had been asked to sit on a committee to determine how best to expend funds received for the recent Blue Cut fire in the high desert. One of the priorities is immediate housing for displaced residents. George asked the members for their suggestions, recommendations and/or priorities for these funds. Brief discussion ensued. Once George receives more information from the committee meeting relating to needs, he will email it to Ann Calkins, who will then forward to advisory members for their reference and/or additional recommendations regarding other organizations who may be able to assist in this effort.

UPDATE as of 11/8/16 = Inland Empire United Way has partnered with Community Action Partnership of San Bernardino County (CAPSB) to provide case management services and direct assistance to those impacted by the Blue Cut Fire. To make an appointment with a Case Manager for assessment and possible assistance from the Blue Cut Fire Relief Fund, contact CAPSB at 909-723-1561.

Adjournment

A motion was made by Leslie Bramson and seconded by George Lamb to adjourn the meeting. The meeting was adjourned at 1:00 p.m.

Minutes: Advisory Committee Meeting
September 22, 2016
Page 4

Next Meeting

To be determined

Attest

Ann M. Calkins, Advisory Committee Secretary
