

## Minutes: Children and Families Commission Meeting

330 North D Street, Fifth Floor, San Bernardino, California 92415

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**Meeting Date, Time and Location**      December 7, 2011  
3:30 p.m.  
Chair Haugan called the meeting to order at 3:33 p.m.  
San Bernardino County Government Center, Covington Chambers  
350 North Arrowhead Avenue  
San Bernardino, CA 92415

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**Pledge of Allegiance**      The Pledge of Allegiance was led by Chair Haugan

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### Attendees

#### Commissioners Present

- Mark Daniels
- Leslie Egge
- Josie Gonzales
- Linda Haugan
- Maxwell Ohikhuare, M.D.
- Nancy Ruth White

#### Staff Present

- Karen Scott, Executive Director
  - Cindy Faulkner, Operations Manager
  - Ann M. Calkins, Executive Assistant
  - Staci Scranton, Supervising Office Assistant
  - Regina Coleman, Commission Counsel
  - Debora Dickerson-Sims, Administrative Supervisor II
  - Mary Jaquish, Interim Supervisor
  - Scott McGrath, Supervisor
  - Naseem Farooqi, Larry Hernandez - Staff Analyst II
  - Jeffrey Pontius, Staff Analyst I
  - Vanessa Lee, Office Assistant II
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### Report – Leslie Egge, Advisory Committee

The next Advisory Committee is scheduled for January 19, 2012 at noon at First 5 San Bernardino. The committee will hear an update on the “Investing in Children” Request for Proposal process. They will also review the Advisory Committee Bylaws and make suggestions for any revisions.

Interested Committee members will be asked to volunteer and participate on the Technical Assistance Committee (TAC). This committee was established independent of the Advisory Committee and comprised of Community Stakeholders who expressed an interest in working with First 5 in the area of evaluation and data collection. The Advisory Committee would like to use the original concept of TAC but

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have it incorporated as a subcommittee of the Advisory Committee. The first project for TAC is to develop an in-depth guide to the First 5 Strategic Plan.

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**Report –  
Karen E. Scott,  
Executive  
Director**

## **AB 99**

On November 21, 2011, a Superior Court judge ruled in favor of First 5 Children and Families Commissions in their challenge to State legislation that requires First 5's to transfer \$1 billion to the State Treasury. First 5 San Bernardino's proportionate share of the transfer was just under \$50 million. The California Department of Finance said State lawyers are reviewing the ruling and officials have not decided whether to appeal, but do have 60 days in which to do so. Considering the careful planning and strategic leadership provided by the First 5 San Bernardino Commission to make decisions to mitigate the impacts of this potential loss and to enable the continued funding of programs and services for children prenatal to age 5, the Commission will continue with the results of that planning. The third year of contracts under the Desired Results and Gap Fill funding will not be reinstated. The Commission will have an opportunity to discuss this issue and begin planning with Item 10 on today's agenda.

## **Funding**

With the release of the 'Investing in Children' funding opportunity committing \$57,450,000 over the next 3 years into programs for children, ages 0 to 5 and their families of San Bernardino County, the Commission required proposers to attend a mandatory proposal conference. More than 240 people representing about 90 agencies attended the conference. First 5 is committed to building capacity and was very excited about that room full of "potential"! The deadline for submission of proposals is Friday, December 16, 2011 by 4:00 p.m.

## **Annual Audit**

The audit is complete and the report will be given in today's agenda.

## **State of First 5 Address**

Due to the budgeting and fund uncertainties experienced by the Commission this year, the annual State of First 5 address will not be held in January 2012. A presentation is being planned for late in the year 2012, after contract agencies have been awarded and updated resources can be shared.

## **Staff Corner**

Our Community Staff Corner feature and a warm welcome goes out to one of our newest hires, Vanessa Lee, Office Assistant II.

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**Changes to  
Agenda**

Ann Calkins, Executive Assistant, announced the following changes to the agenda: Agenda Item 8 has been pulled from the Discussion Calendar and Agenda Item 10 will be the first item addressed under the Discussion calendar.

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**Consent** A motion was made by Commissioner Egge and seconded by Commissioner Daniels to approve the following consent items. With Commissioners Egge and Gonzales absent, and without further comment or objection, motion carried

Item No.	CONSENT ITEMS
1	Approve minutes of November 2, 2011 Commission Meeting (Affected Districts: All) (Presenter: Ann M. Calkins, Executive Assistant, 387-1502)
2	Approve Commission Meeting Schedule for 2012 (Affected Districts: All) (Presenter: Ann M. Calkins, Executive Assistant, 387-1502)
3	Approve employment contract between the County of San Bernardino, Children and Families Commission, and Scott Johnson for Media Specialist II services for a total annual cost of \$74,226 (\$51,958 Salary, \$22,268 Benefits) effective December 17, 2011. (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)
4	Adopt Resolution Endorsing the Countywide Vision Established by the County of San Bernardino and the San Bernardino Association of Governments. (Affected Districts: All) (Presenter: Cindy Faulkner, Operations Manager, 387-1504)

Item No.	DISCUSSION ITEM
5	Approve Amendment A1 to Contract Number IC021 Vavrinek, Trine, Day & Co., LLP increasing the contract amount by \$7,000 for Fiscal Year 2011-2012 for a total contract amount of \$90,600 for Fiscal Years 2011-2015 to provide increased resources necessary to conduct and prepare an annual audit and report of First 5 San Bernardino's financial statements. (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)  A motion was made by Commissioner Daniels and seconded by Commissioner White to approve Item 5. With Commissioner Valenzuela absent, motion carried.
6	Conduct public hearing of the Children and Families Commission for San Bernardino County Annual Audit for Program Year 2010-11. (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)  The Public Hearing was conducted. No comments were presented on this item.
7	Adopt the following two policies relating to the Commission's fiscal operations. A. Financial Audit and Reporting Policy CFC 12A-11 B. Evaluation and Contracts Management Policy CFC 12B-11 (Affected Districts: All) (Presenter: Debora Dickerson, Administrative Supervisor II)  A motion was made by Commissioner Gonzales and seconded by Commissioner Ohikhuare to approve Item 5. With Commissioner Valenzuela absent, motion carried.
8	Approve Amendment A1 to CFC 06-01 Administrative Costs Policy to provide that administrative costs shall not exceed 12% of actual annual expenditures. (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)  <b><i>This item has been pulled from the discussion calendar.</i></b>

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9	<p>Conduct public hearing of the Children and Families Commission for San Bernardino County Annual Report for Program Year 2010-11. (Affected Districts: All) (Presenter: Inez Denson, Staff Analyst II, 387-1520)</p> <p>The Public Hearing was conducted. No comments were presented on this item.</p>
10	<p>Commission discussion relating to the November 21, 2011 Superior Court ruling in favor of First 5 California Children and Families Commissions regarding Assembly Bill 99 which would have resulted in a transfer of \$1 billion to the State Treasury. (Affected Districts: All) (Presenter: Karen Scott, Executive Director, 387-1502)</p> <p>Commission agreed to continue to operate with its adopted budget of \$25 million for direct services for FY 2012/13 and its current strategic plan and will re-evaluate if actual funds become available to First 5 San Bernardino.</p>

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**Public Comment** Lupita Mendez, El Sol; Anthony Rubio, KidsNCare; Walter Hawkins, Westside Action Group

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**Commissioner Roundtable** Commissioner White stated she attended the Mandatory Proposals Conference on November 16 and was impressed with the attendance.

Commissioner Gonzales congratulated Margaret Hill on her recent election to the San Bernardino City Unified School Board. Commissioner Gonzales expressed her dismay at missing some First 5 meetings due to her board and district obligations. Commissioner Gonzales wished everyone in attendance a 'Merry Christmas'.

**Adjournment** A motion was made by Commissioner Gonzales and seconded by Commissioner Daniels to adjourn the meeting. With Commissioner Valenzuela absent, and without further comment or objection, motion carried. Chair Haugan adjourned the meeting at 4:40 p.m.

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**Next Commission Meeting** January 4, 2012  
3:30 p.m. – 5:00 p.m.  
San Bernardino County Government Center  
Covington Chambers  
385 North Arrowhead Avenue  
San Bernardino

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**Attest**

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Linda Haugan, Chair

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Ann M. Calkins, Commission Secretary

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