

Minutes: Children and Families Commission Meeting

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

Meeting Date, Time and Location for Commissioner Workshop
October 24, 2012
11:30 a.m
Hilton San Bernardino
285 East Hospitality Lane
Room: University North/South
San Bernardino, CA 92415

The Commissioners engaged in various exercises (support, communication, planning and policy) and determined the following RFP priorities relating to these focus areas: Education, Family, Health and Systems.

EDUCATION

- Preschool experience

FAMILY

- Serving at-risk families

HEALTH

- Pre-natal care and preventative dental services

SYSTEMS

- Healthy Cities

Attendees

Commissioners Present

- Mark Daniels
- Leslie Egge
- Josie Gonzales (in part)
- Linda Haugan
- Maxwell Ohikhuare, M.D.
- Elliot Weinstein, M.D.
- Nancy Ruth White

Staff Present

- Karen E. Scott, Executive Director
- Cindy Faulkner, Operations Manager
- Ann M. Calkins, Executive Assistant
- Mary Jaquish, Interim Supervisor
- Staci Scranton, Supervising Office Assistant
- Scott McGrath, Supervisor
- Regina Coleman, County Counsel
- Mary Alvarez, Staff Analyst II
- Chris Espinoza, Staff Analyst II
- Leslie Fountain, Media Specialist II

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- Pattie McGinty-Hagedorn, Staff Analyst II
- Ronnie Robinson, Staff Analyst II
- Inez Thomas, Staff Analyst II

Meeting Date, Time and Location for Regularly Scheduled Commission Meeting October 24, 2012
3:30 p.m.
Chair Haugan called the meeting to order at 3:35 p.m.
Hilton San Bernardino
285 East Hospitality Lane
Room: University North/South
San Bernardino, CA 92415

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

Swearing-in Ceremony Executive Director Karen E. Scott swore in Elliot Weinstein, M.D., as a new Commissioner.

Special Presentation Loretta Schnaus, Supervising Public Health Nurse II and Stewart Hunter, Administrative Supervisor I – Department of Public Health “Perinatal SART”

Conflict of Interest Disclosure Commission members shall review agenda item contractors, subcontractors, and agents, which may require member abstentions due to conflict of interest and financial interests.

A Commission member with conflicts of interests shall state their conflict under the appropriate item. A Commission member may not participate in or influence the decision on a contract for which their abstention has been recorded.

Attendees **Commissioners Present**

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

Staff Present

- Karen E. Scott, Executive Director
- Cindy Faulkner, Operations Manager
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- Inez Thomas, Staff Analyst II

**Report –
Leslie Egge,
Advisory
Committee**

The Advisory Committee met on October 18, 2012 to further discuss future funding opportunities in order to expend funds that have not yet been contracted for direct services.

They reviewed a summary on the Investing in Children RFP and the Gap Fill contracts to avoid any duplication of programs.

Members also revisited the Advisory Committee Recommendations that were presented to the Commission last fiscal year and identified potential areas of unmet needs based on the Children's Now Scorecard for San Bernardino County.

Taking all this into consideration, the Committee developed a list of recommended program strategies which was presented at today's Commission Workshop.

The next Advisory Committee is scheduled for November at the offices of First 5 San Bernardino.

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

Save the Date

State of First 5 Address - Thursday, January 3, 2013 at California State University, San Bernardino, Santos Manuel Student Union Events Center. The theme is "Making a Difference". First 5 funded agencies will be on hand to network and share their displays. Program runs from 9:30 a.m. to 11:30 a.m. The keynote speaker will be Kris Perry, Executive Director of First 5 Fund, a national organization dedicated to advancing policies for early care and education. Ms. Perry is a passionate advocate for California's youngest children. There will also be a video presentation featuring Commissioners and stakeholders.

A Poverty Simulation is also scheduled in the afternoon, following the State of First 5 Address. 14 Resource Centers and others are highly encouraged to sign up and participate in this engaging exercise.

Help Me Grow (HMG) Application

15 counties applied and San Bernardino County was officially accepted into the program. Our county will now join Alameda, Fresno and Orange in this replication project.

New Employee

Ruth Ann Martinez is our newest Staff Analyst II and she will be joining our staff on November 19.

New Look

Please take note of the Executive Director Report's new look. This document was created by Phil Jones, who is a temporary employee for First 5.

**Changes to
Agenda**

None

Consent

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

Item No.	CONSENT ITEMS
1	Approve minutes of August 01, 2012 Commission Meeting. (Affected Districts: All) (Presenter: Ann M. Calkins, Executive Assistant, 387-1502)
2	Amend and Approve Appendix B of CFC SB Policy 04-02 A6 Conflict of Interest Code. (Affected Districts: All) (Presenter: Cindy Faulkner, Operations Manager, 387-1504)
3	Rescind approval of Amendment A2 to CFC 06-01 Administrative Costs Policy and approve revised Amendment A2 to provide that administrative costs are monitored and guidelines are established to report to the Commission. (Affected Districts: All) (Presenter: Debora Dickerson-Sims, Administrative Supervisor, 387-1505)
4	Approve employment contract between the County of San Bernardino, Children and Families Commission, and Ruth Ann Martinez for Staff Analyst II services, for a total annual cost of \$80,593 (\$54,455 Salary, \$26,138 Benefits) effective November 17, 2012. (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)

Item No.	DISCUSSION ITEMS
5	Conduct public hearing of the Children and Families Commission for San Bernardino County Annual Audit for Program Year 2011-12. (Affected Districts: All) (Presenter: Debora Dickerson, Administrative Supervisor II, 387-1505) The Public Hearing was conducted. No public comments were presented on this item.
6	Conduct public hearing of the Children and Families Commission for San Bernardino County Annual Report for Program Year 2011-12. (Affected Districts: All) (Presenter: Inez Thomas, Staff Analyst II, 387-1520) The Public Hearing was conducted. No public comments were presented on this item.
7	To invest in four (4) assessment centers countywide that will provide Health Screening, Assessment, Referral, and Treatment (SART) Services and provide Early Intervention Services to children who do not qualify for full SART services but demonstrate mild developmental or social emotional delays. <ul style="list-style-type: none"> A. Approve the combined Request for Proposals (RFP) and authorize the release of this RFP to solicit qualified agencies to become a regional SART center. B. Allocate funding for four (4) SART centers in the amount of up to \$2,500,000 per year for three years. For services not covered by MediCal/Private Insurance. The centers will be in four designated areas of the West End, Central/East Valleys, Desert/Mountain and Morongo Basin regions of San Bernardino County. C. Allocate funding for Early Intervention Services that support SART centers

	<p>in the amount up to \$1,500,000 per year for three years. (Affected Districts: All) (Presenter: Mary Jaquish, Supervisor, 387-1512)</p> <p><u>Discussion:</u> None.</p> <p><u>Public Comment:</u> None.</p> <p>A motion was made by Commissioner Egge and seconded by Commissioner White to approve Item 7. Commissioner Haugan abstained (Assistant Executive Officer for Department of Behavioral Health). With Commissioner Haugan's abstention, Commissioner Gonzales absent and without further comment or objection, motion carried.</p>
8	<p>Approve contract # SI011 with Children's Fund in the amount of \$167,809 for 2012-2013 for the Children's Assessment Center (CAC). (Affected Districts: All) (Presenter: Mary Jaquish, Supervisor, 387-1512)</p> <p><u>Discussion:</u> None.</p> <p><u>Public Comment:</u> Erin Phillips, Children's Fund; Steve PonTell, Children's Fund Board Chair; Dr. Clare Sheridan-Matney, Children's Assessment Center, Loma Linda University Children's Hospital</p> <p>A motion was made by Commissioner Daniels and seconded by Commissioner White to approve Item 8. Chair Haugan abstained (Member of CAC Governing Board). With Commissioner Haugan's abstention, Commissioner Gonzales absent and without further comment or objection, motion carried.</p>
9	<p>Approve contract # SI010 with Children's Fund in the total amount of \$649,512 for Daily Referral/Voucher Program services for fiscal year 2012 – 2013, commencing November 1, 2012. (Affected Districts: All) (Presenter: Mary Jaquish, Supervisor, 387-1512)</p> <p><u>Discussion:</u> None.</p> <p><u>Public Comment:</u> None.</p> <p>A motion was made by Commissioner Egge and seconded by Commissioner Ohikhuare to approve Item 9. With Commissioner Gonzales absent and without further comment or objection, motion carried.</p>
10	<p>Approve Amendment A1 to Contract Number SI004 with the San Bernardino County Child Care Planning Council (CCPC) under the umbrella of San Bernardino County Superintendent of Schools to rollover unexpended funds from year two into year three in the amount of \$279,815 for FY 2012-2013 for the CARES Plus program. (Affected Districts: All) (Presenter: Mary Alvarez, Staff Analyst II, 909-387-1508)</p> <p><u>Discussion:</u> None.</p>

	<p><u>Public Comment:</u> None.</p> <p>A motion was made by Commissioner Daniels and seconded by Commissioner White to approve Item 10. With Commissioner Gonzales absent and without further comment or objection, motion carried.</p>
<p>11</p>	<p>Discuss and determine the need for any amendments to the Commissioner qualifications and recruitment process to assist the San Bernardino County Board of Supervisors with coordination of appointment. (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)</p> <p><u>Discussion:</u> Regina Coleman, Commission Counsel gave a brief overview of Item 11. Ms. Coleman stated that according to (Health and Safety Code 13140) County Code Section 12.293, the Commission is made up of a Board Supervisor, Public Health Officer, and Assistant Executive Officer of Human Services. The remaining four appointments are made by the Board of Supervisors members of the public from categories set forth by statute such as educators specializing in early childhood development, representatives of local child care resource or referral agencies or a local child care coordinating group; representatives of a local organization for prevention or early intervention for families at risk; representatives of community-based organizations that have the goal of promoting nurturing and early childhood development; representatives of local school districts; and representatives of local, medical, pediatric or obstetric associations or societies.</p> <p>Commissioners can make recommendations to the Board of Supervisors as to preferred categories or certain expertise Commission members would like to see. For example, someone with a focus in a particular strategy or to fill a particular gap in knowledge on the Commission. Members may also indicate what type of background they would like to see, i.e., someone from the school district at a certain level as in an administrator or a teacher with a certain amount of years of experience. Commission members can assist with solicitation and recommend individuals to the Board. Commission members cannot make any changes to the categories as they currently exist. If the Commission felt the representation was not balanced in a particular area, the members should inform the Board. Commission members can make recommendations to the Board of Supervisors; the final appointments are made by the Board.</p> <p>Executive Director Karen Scott reminded the Commissioners of the “Commissioner Qualification” brochure which details the Commissioner job description and includes First 5’s vision and mission and is available to them for their information.</p> <p>The Commission agreed that it is a good idea to review this process periodically, as well as the bylaws, to ensure the Commission is headed in the right direction. The Commission decided not to change anything at this time.</p> <p>A motion was made by Commissioner Egge and seconded by Commissioner White for no further action on Item 10. With Commissioner Gonzales absent and without further comment or objection, motion carried.</p> <p><u>Public Comment:</u> None.</p>

Public Comment None.

Commissioner Roundtable None.

Adjournment A motion was made by Commissioner White and seconded by Commissioner Ohikhuare to adjourn the meeting. With Commissioner Gonzales absent and without further comment or objection, motion carried.

Next Commission Meeting December 05, 2012
3:30 p.m.
San Bernardino County Government Center
Covington Chambers
350 North Arrowhead Avenue
San Bernardino, CA 92415

Attest

Linda Haugan, Chair

Ann M. Calkins, Commission Secretary
