



Minutes: Children and Families Commission Meeting

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

Meeting Location San Bernardino County Government Center
Covington Chambers
385 North Arrowhead Avenue
San Bernardino, California

Date, time, place Date: January 05, 2011 - Agenda 01-2011
Time: Vice-Chair Haugan called the meeting to order at 3:36 p.m.
Place: Covington Chambers

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

Attendees

Commissioners Present

- Leslie Egge
- Linda Haugan
- Maxwell Ohikhuare, M.D.
- Guillermo Valenzuela, M.D.
- Nancy Ruth White

Staff Present

- Karen Scott, Executive Director
- Cindy Faulkner, Operations Manager
- Ann M. Calkins, Executive Assistant
- Debora Dickerson, Administrative Supervisor II
- Staci Scranton, Supervising Office Assistant
- Regina Coleman, Commission Counsel
- John Pi, Supervisor
- Scott McGrath, Supervisor
- LuCretia Dowdy, Office Specialist
- Tiffany Escosio, Accountant II
- James Kim, Accountant II
- David Ramos, Staff Analyst II
- Ronnie Robinson, Staff Analyst II
- Trinh Wong Macdonald, Staff Analyst II
- Bonnie Woodrome, Communication and Resource Specialist

Report – Karen E. Scott, Executive Director Thank you to all for support of today's Third Annual State of First 5 Address.
Election for Commission Chair and Vice-Chair positions will be held on February 2, 2011.

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Staffing Changes at First 5

In May 2010, we had some staff movement which resulted in the following:

The vacated Staff Aide position at Range 46 was reviewed and determined the business need was for an Office Specialist at range 35.

The vacated Communication and Resource Specialist position at salary range 51 was reviewed and it was determined that the business need for monitoring contracts was for an additional Accountant II position at salary range 50.

Regarding title changes for our incumbent Accountants:

On July 8, 2008, the Board of Supervisors approved the restructuring of the Accountant services titles. The restructuring eliminated the title of Accountant Trainee and began the Accounting series with the entry level Accountant I position. As a result of this action, the title of the two higher level Accountant classifications changed from Accountant I and Accountant II to Accountant II and Accountant III. Under Agenda Item 2, Amendment No. 2 to contract numbers 08-655 and 08-448 will update their position titles from Accountant I to Accountant II in order to remain consistent with equivalent county job titles.

Refer to Executive Director's Newsletter for the following:

Kids Data.org – 2010 Parent Survey information - Pages 1 and 4

Pertussis Fast Facts – Page 2

Staff Corner – Trinh Wong Macdonald, Staff Analyst II – Page 2

Changes to Agenda

No changes were announced.

Consent

With Chair Gonzales and Commissioner Daniels absent, a motion was made by Commissioner White and seconded by Commissioner Valenzuela to approve the following consent items, and without further comment or objection, motion carried.

Item No.	CONSENT ITEMS
1	Approve minutes of December 01, 2010 Commission Meeting
2	<p>A. Approve employment contract between the County of San Bernardino, Children and Families Commission and LuCretia Dowdy, to provide Office Specialist – Public Relations services for a total annual cost of \$46,413 (\$32,489 Salary, \$13,924 Benefits) effective January 15, 2011.</p> <p>B. Approve employment contract between the County of San Bernardino, Children and Families Commission and William Kariuki, to provide Accountant II services for a total annual cost of \$66,886 (\$46,820 Salary, \$20,066 Benefits) effective January 15, 2011.</p> <p>C. Approve Amendment No. 2 to employment contract #08-655 between the County of San Bernardino, Children and Families Commission and Joong Kim changing job title to Accountant II with no change in job duties or compensation, effective January 15, 2011.</p> <p>D. Approve Amendment No. 2 to employment contract #08-448 between the county of San Bernardino, Children and Families Commission and Tiffany Joy Escosio changing job title to Accountant II with no change in job duties or compensation, effective January 15, 2011.</p> <p>(Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)</p>

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Item No.	DISCUSSION ITEMS
3	<p>Rescind acceptance of an amount not to exceed \$813,028 in carryover school readiness funds from First 5 California that was to be used to provide trainings in the areas of special needs and quality program improvement to school readiness partner agencies and other early education programs throughout San Bernardino County for the remainder of fiscal year 2010-2011. (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502)</p> <p>A motion was made by Commissioner White and seconded by Commissioner Ohikhuare to approve Item 3. With Chair Gonzales and Commissioner Daniels absent and without further comment or objection, motion carried.</p>

**Public
Comment**

None

**Commissioner
Roundtable**

None

Adjournment

A motion Without further comment or objection and with Chair Gonzales and Commissioner Daniels absent, Vice-Chair Haugan adjourned the meeting at 3:58 p.m.

**Next
Commission
Meeting**

February 02, 2011
San Bernardino Government Center
Covington Chambers
385 North Arrowhead Avenue
San Bernardino, CA 92415

Attest

Linda Haugan, Vice-Chair

Ann M. Calkins, Commission Secretary