

## 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**      January 9, 2013  
3:30 p.m.  
Chair Haugan called the meeting to order at 3:32 p.m.  
First 5 San Bernardino  
330 North D Street, Fifth Floor  
San Bernardino, CA 92415

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

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**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.

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**Attendees**      **Commissioners Present**

- Mark Daniels
- 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, Supervisor
- Debora Dickerson-Sims, Administrative Supervisor II
- Staci Scranton, Supervising Office Assistant
- Scott McGrath, Supervisor
- Regina Coleman, County Counsel
- Leslie Fountain, Media Specialist II

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

At the recent State of First 5 Address, all attendees - contracted agencies, legislators and any other stakeholders were called upon to become “First 5 Ambassadors” – to spread the word about the importance of the first 5 years of a child’s life. A special greeting to those newly “dubbed” F5 Ambassadors! The Executive Director shared First 5 San Bernardino’s plan to create a showcase network to recognize those ambassadors and the work they do. Once developed, it will be available for viewing on the F5 website and/or our social network site.

Access information for the video shown at the State of First 5 Address: **Change the First 5 Years and You Change Everything** is available as a resource reference on page 2 of the Executive Director’s (ED) report.

There is a Poverty Simulation story on page 4 of the ED report. Commissioner White will give a brief report during Commissioner Roundtable today.

Mary Jaquish, Supervisor for First 5 San Bernardino obviously has a genuine heart for the children that we serve. Mary and her family delivered gifts to 30 children ages birth to five years old at the Salvation Army Shelter in downtown San Bernardino. Pictures are on page 3 of the ED report.

Quarterly Report on the F5 Budget Status – covering the First Quarter July 1, 2012 – September 30, 2012 in four report areas :

- Program & Evaluation Support
- Program Focus Areas(including from our funding pie – Health, Family, Education and Commissioner Responsive Initiatives/Systems)
- Community Engagement Support
- Operations

We are well below expected expenditures in every area. The most significant is in the Program Focus area and is affected by the requests for reimbursements that are submitted and paid to our contracted agencies. This represents only one quarter of payments to these agencies.

Also, the dollar amounts indicated in the program focus areas, include the approximate \$10 million additional funding added to the budget post AB 99. RFP development is in the process for funding additional services per Advisory Committee recommendations adopted by the Commission.

Our total budget dollars = \$38,913,251  
Expenditures for the First Quarter = \$1,921,135  
Our Administrative Costs percentage to Actuals = 39.5% but will decrease as you will see in the next quarter’s report and as the year goes by.

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**Changes to  
Agenda**

Ann Calkins, Executive Assistant, announced the following change:

Agenda Item 2 – Corrected dollar amounts are: Total annual cost of \$104,333 (\$78,530 Salary, \$25,803 Benefits).

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

Item No.	CONSENT ITEMS
1	Approve minutes of December 5, 2012 Commission Meeting. (Affected Districts: All) (Presenter: Ann M. Calkins, Executive Assistant, 387-1502)
2	Approve Amendment No. 1 to Employment Contract No. 12-518 between the County of San Bernardino, Children and Families Commission, and Mary Jaquish, to update benefit language, effective February 9, 2013, for a total annual cost of \$111,651 (\$78,530 Salary, \$33,121 Benefits). (Affected Districts: All) (Presenter: Karen E. Scott, Executive Director, 387-1502) <i>Corrected dollar amounts are: Total annual cost of \$104,333 (\$78,530 Salary, \$25,803 Benefits).</i>

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Item No.	INFORMATION ITEM
3	Presentation of 2011-12 Evaluation Brief (Affected Districts: All) (Presenter: Scott McGrath, Supervisor, 387-1524)

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**Public Comment** Karini Pereira, Reach Out West End; Gary Madden, 2-1-1

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**Commissioner Roundtable** Commissioner White thanked the First 5 Staff and Catholic Charities for presenting a Poverty Simulation at the conclusion of the State of First 5 Address on January 3, 2013. The simulation was held at the Santos Manuel Events Center, California State University, San Bernardino. Commissioner White enjoyed participating in this role-playing experience which offers participants the opportunity to learn more about the challenges that low-income families face.

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

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**Next Commission Meeting**      February 6, 2013  
3:30 p.m.  
San Bernardino County Government Center  
Covington Chambers  
385 North Arrowhead Avenue  
San Bernardino, CA 92415

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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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