

Minutes: Children and Families Commission Meeting

735 East Carnegie Drive, Suite 150, San Bernardino, California 92408

Meeting Date, Time and Location January 8, 2014
3:30 p.m.
Chair Haugan called the meeting to order at 3:35 p.m.
County Government Center
Covington Chambers
385 North Arrowhead Avenue
San Bernardino, CA 92415

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

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
- Margaret Hill
- Maxwell Ohikhuare, M.D.
- James Ramos
- Elliot Weinstein, M.D.

Staff Present

- Karen E. Scott, Executive Director
- Cindy Faulkner, Operations Manager
- Ann M. Calkins, Executive Assistant
- Debora Dickerson-Sims, Administrative Supervisor II
- Staci Scranton, Supervising Office Assistant
- Mary Jaquish, Supervisor
- Scott McGrath, Supervisor
- Leslie Fountain, Media Specialist II
- Chrystina Smith-Rasshan, Staff Analyst II
- Amanda Ferguson, Staff Analyst II

Report –
Karen E. Scott
Executive
Director

Happy New Year!

First 5 staff is looking forward to an exciting year in 2014 as we continue to recognize and celebrate the 15 year anniversary of the passage of Prop 10 which created First 5 San Bernardino.

With more than a half million families already served to date by our First 5 funding, we will strive to obtain not only greater reach and stronger impact but new hope, new dreams and new aspirations for the future of our children of San Bernardino County.

Save the Date

The First 5 San Bernardino Open House is scheduled for Wednesday, February 5th from 1 pm – 3 pm. This will be an informal event, where folks can come and go as their time permits. We will provide tours, display some interesting video footage and share several reports on First 5 accomplishments. The address, directions and an aerial view of our building can be found on page 2 of the ED report.

Underscoring our commitment to the Countywide Vision, we will also unveil our new logo as shown on page 3 of this month's report.

First 5 San Bernardino's Service Summary for FY 2012/13 is located on Page 4. This information comes from data that was submitted to First 5 California in our annual report this past October and is a quick "bird's eye view" of numbers served under various strategies.

Staffing

With Commission's approval of Consent Item 2 today, Jeffrey Pontius will become our latest Staff Analyst II.

Jeffrey has worked for First 5 for nearly 10 years beginning as a Staff Aide, promoting to a Staff Analyst I and now a Staff Analyst II. Jeffrey has great skills in research and evaluation and has always been an important part of the Commission's work.

Partner Highlight

The ABCs of Safe Sleep for infants continues to be an important message to all caregivers of infants. That is, babies should sleep **A**lone, on their **B**ack, and in a **C**rib. Children's Network continues to promote and share this information.

An exciting partnership is one between Children's Network and American Medical Response Ambulance (AMR). Beginning on December 20th, AMR has placed magnetic posters on their fleet of 118 vehicles, with the message of the ABC's of Safe Sleep message.

Beginning in February 2013 and running through April 2013, the Safe Sleep for Infants campaign will once again be promoted at Regal Cinemas in San Bernardino and on billboards throughout the cities of San Bernardino and Colton.

Additionally, the Safe Sleep for Infants message will be advertised on the front and inside of grocery carts in Ralph's and Food-4-Less stores in Colton, Rialto, and San Bernardino.

The child death review data indicates that San Bernardino, Colton and Rialto geographic areas are the highest for infant deaths related to unsafe sleep environments.

Budget Status Quarterly Reports

4th Quarter of FY 2012/13 - we ended the year:

- expending 90% of the budgeted amount for Program and Evaluation Support
- 58.7% for Programs
- 86.4% for Community Engagement Support
- And almost 84% in Operations

Overall, First 5 expended 62% of our adopted budget amount of nearly \$39 million and the final Administrative Costs percentage to “actuals” budgeted was 11.28%.

1st Quarter of FY 2013/14

Once again, we see the profound issue of our contracted agencies not expending all of their contract dollars – an area that we continue to evaluate and adjust for more accurate forecasting and more strategic investment to ensure we realize “outcomes” annually to a greater degree, rather than having unspent dollars at the end of the year.

For FY 2013/14, we are well below expected expenditures in every area.

Our total budget dollars = \$39,709,713

Expenditures for the first quarter = \$1,558,551

Our Administrative Costs percentage to Actuals = 63.87% but will decrease as you will see in the next quarter’s report and as the year goes by.

Consent

A motion was made by Commissioner Hill and seconded by Commissioner Ramos to approve the Consent Items. Without further comment or objection, motion carried by unanimous vote.

Item No.	CONSENT ITEMS
1	Approve minutes of November 6, 2013 Commission Meeting. (Affected Districts: All) (Presenter: Ann M. Calkins, Executive Assistant, 387-1502)
2	Approve employment contract between the County of San Bernardino, Children and Families Commission, and Jeffrey Pontius, Staff Analyst II, for an annual cost of \$80,793 (\$59,758 Salary, \$21,035 Benefits), effective January 25, 2014. (Presenter: Karen E. Scott, Executive Director, 252-4252)

Item No.	DISCUSSION ITEM
3	<p>Select Chair and Vice-Chair for the Children and Families Commission of San Bernardino County. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p> <p><u>Discussion</u> A motion was made by Vice-Chair Ohikhuare and seconded by Commissioner Daniels to nominate Linda Haugan as Chair. Linda Haugan accepted the nomination.</p> <p>A motion was made by Commissioner Daniels and seconded by Commissioner Weinstein to nominate Commissioner Ohikhuare as Vice Chair. Dr. Ohikhuare accepted the nomination.</p> <p>As no further nominations were received from the floor, the nominations were closed and the slate was put to a vote. Without further comment or objection, the slate was elected by a unanimous vote.</p>

	<u>Public Comment</u> None.
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Item No.	INFORMATION ITEMS
4	<p>Receive information on Local Evaluation Report for 2012-2013 (Presenter: Scott McGrath, Supervisor, 252-4259 and Dr. Joelle Greene, Harder+Co)</p>
5	<p>Receive information on Asset Mapping Results and Highlights (Presenter: Scott McGrath, Supervisor, 252-2459)</p> <p>Commissioner Ramos asked when the Muscoy and Joshua Tree reports will be ready. Dr. Greene answered within the next four or five weeks. He asked if the Commission will receive a presentation on those reports. Dr. Greene answered yes.</p> <p>Commissioner Weinstein congratulated Dr. Greene and her staff on their excellent report and commented on the lack of pediatricians noted on the mountain region document. Commissioner Weinstein stated that it is difficult to get pediatricians to work in an isolated mountain community; however, there are other states that have this type of situation and do attract providers in their respective areas. He stated it may be a good idea to look at best practices in other places to obtain ideas for provider retention.</p> <p>Commissioner Daniels thanked Dr. Greene for the comprehensive information and details noted regarding lack of service providers, especially for the high desert community of Needles.</p> <p>Vice-Chair Ohikhuare commended the Harder+Co staff for their efforts and especially appreciated their approach by asking the participants what they were most proud of in their communities because that enables them to open up on every issue. Vice-Chair Ohikhuare noted that this type of report will assist First 5 in their strategic planning for the future. He stated that many of the needs mentioned in the reports are known by county officials. He also noted that as far as obtaining medical service for the mountain regions, a mobile unit might be a temporary solution until a permanent one is found.</p> <p>Commissioner Egge suggested that Commissioner Ramos show this report to the Board of Supervisors. Chair Hagan stated that this report should be shared widely, going to different vision committees across the County and not limited to County government. Chair Hagan stated the Board of Supervisors would find this report very interesting. Gap analysis is not just for zero to five but for everyone. A report like this has never been done before in the County.</p> <p>Commissioner Ramos asked when the comprehensive report will be completed. Dr. Greene answered the end of February or beginning of March. Commissioner Ramos stated he looks forward to sharing the report with the Board of Supervisors once completed.</p> <p>Karen Scott stated she extended an invitation to all city leaders whose cities were mentioned in these reports to attend today's meeting. First 5 also planned to follow up with interested cities to help with the data and for collective impact and for any other endeavors already begun. The same invitation was sent to the Board of Supervisors.</p>

	These reports are on the First 5 website for public viewing.
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Public Comment Stephen P. Compton, City Manager, City of Colton

Commissioner Roundtable None

Adjournment A motion was made by Commissioner Ohikhuare and seconded by Commissioner Egge to adjourn the meeting. Without further comment or objection, meeting adjourned at 4:43 p.m.

Next Commission Meeting

Open House – New Administrative Office Location
1:00 p.m. to 3:00 p.m.
First 5 San Bernardino
735 East Carnegie Drive, Suite 150
San Bernardino, CA 92408

Commission Meeting
3:30 p.m. to 5:00 p.m.
First 5 San Bernardino
Commission Conference Center
735 East Carnegie Drive, Suite 150
San Bernardino, CA 92408

Attest

Chair, Linda Haugan

Ann M. Calkins, Commission Secretary
