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## Minutes: Children and Families Commission Meeting

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

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**Meeting Date, Time and Location**     April 6, 2016  
1:30 p.m.  
Chair Haugan called the meeting to order at 3:30 p.m.

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

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**Special Presentation**                     "National Service Day" Recognition - AmeriCorps

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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**
- Linda Haugan
  - Margaret Hill
  - Maxwell Ohikhuare, M.D.
  - Ron Powell
  - Paul Vargas
  - Elliot Weinstein, M.D.
- Staff Present**
- Karen E. Scott, Executive Director
  - Cindy Faulkner, Operations Manager
  - Ann M. Calkins, Executive Assistant
  - Staci Scranton, Supervising Office Assistant
  - Mary Jaquish, Supervisor
  - Scott McGrath, Supervisor
  - Sophie Akins, Commission Counsel
  - Leslie Fountain, Media Specialist II
  - RuthAnn Martinez, Staff Analyst II
  - Amanda Ferguson, Staff Analyst II

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**Report –  
Margaret Hill  
Advisory  
Committee  
Chair**

The next Advisory Committee meeting is scheduled for Thursday, April 28, 2016 at 11:30 a.m. at First 5 San Bernardino.

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

**Child Abuse Prevention Month**

The month of April has been established as Child Abuse Prevention Month. Declared by presidential proclamation in 1983.

During this month and throughout the year, First 5 San Bernardino (F5SB) is dedicated to supporting families to reduce the risk of child abuse and neglect. There are many activities supporting the organized efforts of child abuse prevention in our County such as:

- 18th Annual Shine-A-Light on Child Abuse Awards Breakfast on April 7
- 9th Annual Care 4 Kids Run sponsored by CASA on April 23
- Celebration of children with the “Children Are Our Future” event sponsored by Children's Fund, April 19 at the San Manuel/66er's Stadium.

Featured on page 4 of the ED report, in the month of April, Children's Network invites community, providers and partners to free training and discussion on the “Adverse Childhood Experiences” or (ACE) Study during their regional collaborative meeting series.

The consequences of abuse and neglect can be profound and can last long into the life cycle. San Bernardino County stands strong in ensuring our children are safe, healthy, nurtured and eager to learn and succeed in school and in life – certainly a goal of F5SB.

**Reminder**

Budget Workshop, May 4, 2016 from 1:00 p.m. to 3:00 p.m. Commission Meeting begins at 3:30 pm.

Today marks the last Commission meeting with Dr. Ron Powell. Dr. Powell is invited to return and attend the May 4, 2016 meeting for an official “swearing out” oath and resolution presentation for his service to the children of San Bernardino County. Also at the May 4<sup>th</sup> meeting, a “swearing in” will be held for Ms. Stacy Iverson as the newest First 5 San Bernardino Commissioner. Her appointment was approved by the Board of Supervisors on April 5, 2016. Stacy will fill the vacancy created by Dr. Powell.

**Advocacy Day, April 5, 2016**

First 5's across the State participated in Advocacy Day at the State Capitol. Thank you to two very valuable partners and collaborators, Diana Alexander from Preschool Services Department and James Moses from Child Care Resource Center who joined F5SB staff at the Capitol to spread the First 5 message to legislators.

Our collective message was about the impact of First 5 and our top priorities which include quality education, early identification and intervention, family strengthening and oral health initiatives. Because our vast county has some shared representatives, F5SB was able to coordinate with neighbors like First 5 Riverside, First 5 Kern and even First 5 Tulare, participating in team visits to some of our legislators and sharing a collective message.

We had no specific “ask” of our legislators other than recognizing that 1 in 3 children in our County is a “First 5 Kid”, touched in some way by our initiatives, our services, our contract providers and systems of support.

Legislators were asked to prioritize early childhood development and education policies to improve outcomes for children and families. Legislators were informed that although our funding is declining, First 5 is exploring new, data-informed, efficient and cost-effective ways to leverage and meet the needs of children in the most critical ages of 0-5. This includes eliminating duplication and the creation of “work arounds” by exploring resources that are already available such as with Denti-Cal for Oral Health Care. Legislators were asked to support maximizing and ensuring that families have “access” to the services that are currently funded and provided for through such sources as Local Control Funding, Health and Human Services, Affordable Care Act, etc. F5SB staff look forward to returning to share with legislators after the Governor’s May Revise is released.

**AAF Bronze Award – Leslie Fountain, F5SB Media Specialist**

Page 3 of the ED report features First 5 San Bernardino being recognized with a Bronze Award from the *American Advertising Federation (AAF) Inland Empire* at the 2016 American Advertising Awards in March for the Talk. Read. Sing.® Fest graphic design. Congratulations Leslie Fountain!

**Changes to the Agenda**

Ann Calkins, Executive Assistant, announced the following changes:

- Agenda Item 3 was pulled from the agenda and will be presented at the May Commission Meeting.

**Consent**

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

Item No.	CONSENT
1	Approve minutes of March 2, 2016 Commission Meeting (Presenter: Ann M. Calkins, Executive Assistant, 252-4252)

Item No.	DISCUSSION
2	<p>Conduct Public Hearing of the California Children and Families Commission Annual Report for Fiscal Years 2014-2015. (Presenter: Scott McGrath, Supervisor, 252-4259)</p> <p>The Public Hearing was conducted highlighting the support and work of the State First 5 Commission related to Developmental Screenings and Services, and also included reports on the CARES Plus Program, Power of Preschool Program, Parent Education website, Smoking Cessation resources and the “Talk, Read, Sing” award-winning media campaign.</p> <p>Commissioners were directed to Page 45 for First 5 San Bernardino’s highlights. The Commission was also informed that First 5 California will continue to build on this year’s successes and continue working toward the underlying Strategic Plan goal to ensure all children prenatal through age 5 have the resources, foundation, and systems of support they need to thrive. No public comments were presented on this item.</p>

<p>3</p>	<p>Authorize First 5 San Bernardino (F5SB) to issue stipends to Operational Partners (OP) taking part in the planning and design phase of the San Bernardino County Quality Rating Improvement System (QRIS) for Fiscal Years 2015-2016, in the amount of \$8,000 for each OP, not to exceed \$16,000 per organization. (Presenter: Chrystina Smith-Rasshan, Staff Analyst II, (252-4267)</p> <p><b><i>Item 3 pulled from agenda – to be presented at the May Commission Meeting.</i></b></p>
<p>4</p>	<p>Approve Amendment A3 to Contract SI016 with County of San Bernardino Children’s Network for Fiscal Year 2016-2017 in the amount of \$172,648 for a cumulative total amount of \$713,735 for Fiscal Years 2013 through 2017 for the coordination of services provided by the Screening, Assessment, Referral and Treatment (SART) Coordinator. (Presenter: Ronnie Thomas, Staff Analyst II, 252-4255)</p> <p><b><u>Discussion</u></b> None</p> <p><b><u>Public Comment</u></b> None</p> <p>Chair Haugan abstained due to her position as Appointing Authority over Children’s Network.</p> <p>A motion was made by Commissioner Hill and seconded by Commissioner Powell to approve Agenda Item 4. With Commissioner Gonzales absent, an abstention from Chair Haugan and without further comment or objection, the motion carried by unanimous vote.</p>
<p>5</p>	<p>Approve Contract CE010 with County of San Bernardino Children’s Network in the amount of \$390,165 per year beginning with Fiscal Year 2016-2017 for a total contract amount not to exceed \$1,170,495 for Fiscal Years 2016-2019 for the delivery of countywide educational campaigns and community events addressing child abuse prevention. (Presenter: Mary Alvarez, Staff Analyst II, 252-4258)</p> <p><b><u>Discussion</u></b> Commissioner Hill asked if there were any child abuse awareness campaigns among the elementary and middle schools. Kathy Turnbull, Children’s Network Officer, was called to the podium to answer the question. Ms. Turnbull responded no such campaign currently exists among these particular schools. Ms. Turnbull stated her office is open to suggestions to make this happen and said she can work with Dr. Kiti Randall-Frier, from the SART centers, as a guide on this matter since Dr. Randall-Frier currently works with children from the ages of 5 to 7 and would most likely recognize the need for this education and address it among that age group.</p> <p><b><u>Public Comment</u></b> None</p> <p>Chair Haugan abstained from Item 5 due to her position as Appointing Authority over Children’s Network.</p> <p>A motion was made by Commissioner Weinstein and seconded by Commissioner Vargas to approve Agenda Item 5. With Commissioner Gonzales absent, an</p>

	<p>abstention from Chair Haugan, and without further comment or objection, motion carried by unanimous vote.</p>
6	<p>Approve Contract Amendments for Health Services (RFP 11-02) for Fiscal Year 2016-2017 in the amount of \$1,626,266 for a cumulative total amount for Fiscal Years 2012 through 2017 of \$8,068,075 with the following:</p> <ul style="list-style-type: none"> <li>A. County of San Bernardino Arrowhead Regional Medical Center, Contract HW043 A2 in the amount of \$222,038;</li> <li>B. County of San Bernardino Department of Public Health, Contract HW032 A3 in the amount of \$720,102;</li> <li>C. Loma Linda University Medical Center, Contract HW036 A2 in the amount of \$204,882; and</li> <li>D. Social Science Services, Inc., dba: Cedar House, Contract HW037 A3 in the amount of \$479,244.</li> </ul> <p>(Presenter: Mary Alvarez, Staff Analyst II, (909) 252-4258)</p> <p><b><u>Discussion</u></b> None</p> <p><b><u>Public Comment</u></b> None</p> <p>Chair Haugan abstained from Item 6B due to her position as Appointing Authority over the Department of Public Health. Vice Chair Ohikhuare abstained from Item 6B due to his position as Public Health Officer for the department.</p> <p>Vice Chair Ohikhuare abstained from Item 6D due to Public Health's contract with Social Science Services (Cedar House).</p> <p>A motion was made by Commissioner Weinstein and seconded by Commissioner Powell to approve Agenda Item 6. With Commissioner Gonzales absent, abstentions noted by Commissioners Haugan and Ohikhuare, and without further comment or objection, the motion carried by unanimous vote.</p>
7	<p>Approve Amendment A3 to Contract EC005 with Easter Seals Southern California under the Investing in Children Early Care and Education (RFP 11-03) - Access to Quality Child Care for Fiscal Year 2016-2017 in the amount of \$242,143 for a cumulative total amount of \$1,179,486 for Fiscal Years 2012 through 2017. (Presenter: Ruth Ann Martinez, Staff Analyst II, 252-4264)</p> <p><b><u>Discussion</u></b> Commissioner Hill stated she would like to see this program for teen mothers in the High Desert, as well.</p> <p><b><u>Public Comment</u></b> None</p> <p>A motion was made by Commissioner Powell and seconded by Commissioner Vargas to approve Agenda Item 7. With Commissioner Gonzales absent and without further comment or objection, the motion carried by unanimous vote.</p>
8	<p>Approve Discharge from Accountability for outstanding balances on overpayments and advances to contracted agencies in the amount of \$48,044.33. (Presenter: Debora Dickerson-Sims, Administrative Supervisor II, 252-4269)</p> <p><b><u>Discussion</u></b> Commissioner Hill asked if an agency on this list (see list below) could apply for a future RFP if they paid their outstanding balance. Ms. Dickerson-Sims stated that if</p>

	<p>an agency were to do that the money would not go towards the debt, however, would count as a receivable (revenue) for First 5.</p> <p>Executive Director Karen Scott mentioned that discharging an agency's past due balance may preclude them from an opportunity to submit a proposal, however, an in-kind donation to First 5 would be welcomed.</p> <p>Chair Haugan offered that staff could review each agency's proposal on a case-by-case basis.</p> <p><b>DISCHARGE LIST</b></p> <table border="0"> <tr> <td>Boys &amp; Girls Club of San Bernardino</td> <td style="text-align: right;">\$ 10,664.45</td> </tr> <tr> <td>Brandon J DBA Serenity; debtor, Sylvia Rojas</td> <td style="text-align: right;">\$ 7,088.37</td> </tr> <tr> <td>Living Springs Fellowship; debtor, Roy Martinez</td> <td style="text-align: right;">\$ 985.00</td> </tr> <tr> <td>Lord's Holiness; debtor, Carol Hartwick</td> <td style="text-align: right;">\$ 3,137.00</td> </tr> <tr> <td>Pregnancy Support; debtor, Gail Mullennix</td> <td style="text-align: right;">\$ 2,802.88</td> </tr> <tr> <td>The F.A.C.T. Center; debtor, Sonia Rodriguez</td> <td style="text-align: right;">\$ 19,975.00</td> </tr> <tr> <td>Westside Brighter Vision; debtor, Danielle McKay</td> <td style="text-align: right;">\$ 3,391.63</td> </tr> </table> <p><b><u>Public Comment</u></b> None</p> <p>A motion was made by Commissioner Hill and seconded by Commissioner Vargas to approve Agenda Item 8. With Commissioner Gonzales absent and without further comment or objection, the motion carried by unanimous vote.</p>	Boys & Girls Club of San Bernardino	\$ 10,664.45	Brandon J DBA Serenity; debtor, Sylvia Rojas	\$ 7,088.37	Living Springs Fellowship; debtor, Roy Martinez	\$ 985.00	Lord's Holiness; debtor, Carol Hartwick	\$ 3,137.00	Pregnancy Support; debtor, Gail Mullennix	\$ 2,802.88	The F.A.C.T. Center; debtor, Sonia Rodriguez	\$ 19,975.00	Westside Brighter Vision; debtor, Danielle McKay	\$ 3,391.63
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<p>9</p>	<p>Approve Amendment A3 to CFC 06-01 Administrative Costs Policy to increase administrative costs limitations to 15 percent per approved operating budget. (Presenter: Debora Dickerson-Sims, Administrative Supervisor, 252-4269)</p> <p><b><u>Discussion</u></b></p> <p>Vice Chair Ohikhuare asked how First 5 San Bernardino's administrative cost compares to other First 5 Commissions. Ms. Dickerson-Sims said the range is anywhere from 8 percent to 25 percent, with the small commissions at 25 percent.</p> <p>Commissioner Powell asked how the administrative cost is calculated. Ms. Dickerson-Sims stated the admin cost is divided into the total budget (programs, community engagement, and contracts) to obtain the administrative percentage.</p> <p>Commissioner Powell asked why not calculate the admin cost by actual expenditures? The answer was approximately 90 percent of F5SB's budget is contracted. First 5 agencies spent about 85 percent of their contract. Calculating the admin percentage to actuals would decrease the stability and increase the percentage.</p> <p><b><u>Public Comment</u></b> None</p> <p>A motion was made by Commissioner Ohikhuare and seconded by Commissioner Weinstein to approve Agenda Item 9. With Commissioner Gonzales absent and without further comment or objection, the motion carried by unanimous vote.</p>														

April 6, 2016

Page 7 of 7

Public Comment      None

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**Commissioner Roundtable**

Commissioner Hill reported an event honoring Dr. Martin Luther King will be held on April 9, 2016 at Dr. Martin Luther King Jr., Middle School in San Bernardino. The Day of King celebration will focus on King's legacy of education, service, passion, and creativity.

Commissioner Weinstein reported the American Academy of Pediatrics (AAP) has reached out to other First 5 Commissions such as Los Angeles and Ventura so they can establish their own "Reach Out and Read" program.

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**Adjournment**

With Commissioner Gonzales absent, the meeting adjourned at 2:20 p.m.

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**Next meeting at  
First 5 San  
Bernardino**

**MAY 4, 2016**

**2:30 p.m. to 3:30 p.m. Budget Workshop**

**3:30 p.m. to 5:00 p.m. Commission Meeting**

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**Attest**

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Linda Haugan, Chair

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Ann M. Calkins, Commission Clerk

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