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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**      Commission Meeting  
July 11, 2018 – 3:30 p.m.  
First 5 San Bernardino

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

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**SPECIAL  
PRESENTATION**      Stakeholder Survey - Matt Kronz, Research Consultant, Harder+Co Community  
Research

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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**

- Margaret Hill
- Maxwell Ohikhuare, M.D.
- Elliot Weinstein, M.D.
- Paul Vargas

**Staff Present**

- Karen Scott, Executive Director
- Cindy Faulkner, Operations Manager
- Scott McGrath, Supervisor
- Staci Scranton, Supervising Office Assistant
- Phebe Chu, County Counsel
- Ronnie Thomas, Staff Analyst II
- James Kim, Accountant II
- Greg Sellon, Accountant III
- Tania Offerrall, Staff Analyst II

**Changes to the Agenda**

Ann Calkins, Executive Assistant, announced the following correction:

Agenda Item 3C - University Enterprise Corporation/California State University, San Bernardino, Contract EC035. The posted agenda shows a dollar amount for this contract as \$995,396. The corrected dollar amount is \$1,053,781.

**Report – Advisory Committee**

The next Advisory Committee Meeting is scheduled for September 27th at 11:30 at this location.

**Report – Executive Director, Karen Scott**

**Investment Strategy Subcommittee**

Based on the Commission’s request to better align the actual contracted investments to the dollars available per our adopted budget, a subcommittee of community partners and systems leaders will be asked to participate in a process to identify some immediate investment strategies that align with our current Strategic Plan and support our goals towards “Systems Building”. Key partners were asked to appoint individuals from within their organizations who:

- Are innovative
- Are familiar with the existing systems of care that support young children and their families within our County
- Possess a high level knowledge of mandated services as well as current legislative matters,
- Have the authority to provide valuable input to the process.

The Investment Strategy Subcommittee will consist of approximately 12 members including two First 5 San Bernardino Commissioners. Two to three convenings of these subcommittee members are anticipated for possibly 2-3 hours per convening. The work of the subcommittee is expected to be facilitated by Harder + Co Community Research who has been instrumental over the years in the development of F5SB’s Strategic Plan.

The recommendations and report generated by this subcommittee will be shared with the First 5 Advisory Committee and then presented to the Commissioners. The first convening is tentatively scheduled for early August and two additional meetings as needed to be completed by the first of October.

**3<sup>rd</sup> Quarter Report**

The third quarter report was distributed to Commissioners for their review.

**Consent**

Motion by Commissioner Hill and seconded by Commissioner Weinstein to approve the Consent Items. With Commissioners Garrett, Ramos and Thomas absent and without further comment or objection, motion carried by unanimous vote.

Item No.	CONSENT
1	Approve Minutes of June 6, 2018 Commission Meeting. (Presenter: Staci Scranton, Supervising Office Assistant, 252-4252)
2	Ratify Cooperative Agreement with First 5 Riverside for shared fiscal responsibility to fund the “Help Me Grow” (HMG) Initiative planning contract with Loma Linda University Children’s Hospital (LLUCH).

Item No.	DISCUSSION
3	<p>Approve the following Quality Rating Improvement System (QRIS) contracts for implementation of Quality Start San Bernardino (QSSB) in accordance with the San Bernardino County's QRIS Strategic Plan for Fiscal Years 2018-2020:</p> <ul style="list-style-type: none"> <li>a. San Bernardino County Superintendent of Schools, Contract EC034, in the amount of \$712,858 for enrollment services and ratings; and;</li> <li>b. Child Care Resource Center, Contract EC033, in the amount of \$3,603,634 for coordination of quality improvement services, program evaluation and professional development; and;</li> <li>c. University Enterprise Corporation/California State University, San Bernardino, Contract EC035, in the amount of \$1,053,781 to enhance higher education opportunities in early care and education and conduct site assessments.</li> </ul> <p>(Presenter: Cindy Faulkner, Operations Manager, 252-4253)</p> <p><b><u>Discussion</u></b>                      Commissioner Hill asked if the providers receive a certification. Ms. Faulkner answered it is dependent upon each provider's work improvement plan which may include obtaining a Bachelor of Arts degree.</p> <p><b><u>Public Comment</u></b>                      None</p> <p>Motion made by Commissioner Hill and seconded by Commissioner Vargas to approve Item 3. With Commissioners Garrett, Ramos and Thomas absent and without further comment or objection, motion carried by unanimous vote.</p>
4	<p>Approve Cooperative Agreement No. SA-19-02 with First 5 Riverside and authorize the receipt of up to \$199,617 in reimbursement from First 5 Riverside to share in the expenses of continued planning services identified in the Loma Linda University Children's Hospital Help Me Grow Initiative contract.</p> <ul style="list-style-type: none"> <li>b. Authorize the receipt of up to \$150,000 in reimbursement from First 5 Riverside to share in the expenses associated with consultant services.</li> <li>c. Authorize the Executive Director or delegate to execute such agreement and take such actions as may be necessary to allow for the receipt of such reimbursement funds.</li> </ul> <p>(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>Motion made by Commissioner Weinstein and seconded by Commissioner Hill to approve Item 4. With Commissioners Garrett, Ramos and Thomas absent and without further comment or objection, motion carried by unanimous vote.</p>

<p>5</p>	<p>Approve Planning Contract SI029 for Fiscal Year 2018-2019 in the amount of \$399,235 for Fiscal Year 2018-2019 with Loma Linda University Medical Center Children’s Hospital in a continued effort to launch the Help Me Grow Initiative with shared financial responsibility with First 5 Riverside. (Presenter: Ronnie Thomas, Staff Analyst II, 252-4255)</p> <p><b><u>Discussion</u></b> Commissioner Hill asked if there is any intent, on Loma Linda’s part, to reach out to other hospitals for their input as to the direction of this program. Ms. Thomas answered that the consultant on this project will invite community stakeholders from Riverside and San Bernardino counties (which include the ARMC Breathmobile and local area hospitals) to be the governing advisory board for decision making with Help Me Grow. As part of the governance requirements for this program, it includes involvement from community stakeholders.</p> <p><b><u>Public Comment</u></b> None</p> <p>Motion made by Commissioner Weinstein and seconded by Commissioner Hill to approve Item 5. With Commissioners Garrett, Ramos and Thomas absent and without further comment or objection, motion carried by unanimous vote.</p>
<p>6</p>	<p>Approve Contract IC034 with VIVA Strategy + Communications (VIVA) in the amount of \$300,000 for strategic consultation services to support planning and implementation activities of the regional Help Me Grow Initiative with shared financial responsibility with First 5 Riverside for Fiscal Year 2018-2019. (Presenter: Ronnie Thomas, Staff Analyst II, 252-4255)</p> <p><b><u>Discussion</u></b> Chair Ohikhuare asked if VIVA works with any other First 5 Commissions. Saed Mirfattah, Senior Consultant with VIVA Strategy + Communications answered that many of the First 5’s in the state contract with VIVA for QRIS work including First 5 Los Angeles, First 5 Riverside, First 5 Sonoma, First 5 San Bernardino, and First 5 Santa Clara to name just a few.</p> <p><b><u>Public Comment</u></b> None</p> <p>Motion made by Commissioner Hill and seconded by Commissioner Weinstein to approve Item 6. With Commissioners Garrett, Ramos and Thomas absent and without further comment or objection, motion carried by unanimous vote.</p>

7	<p>Approve non-financial Memorandum of Understanding with the County of San Bernardino Preschool Services Department (PSD) to provide literacy, math skills, and social and emotional development skills for eligible PSD children through the use of AmeriCorps members for the period of July 25, 2018 through September 30, 2020. (Presenter: Staci Scranton, Supervising Office Assistant, 252-4282)</p> <p><b><u>Discussion</u></b>                  Chair Ohikhuare suggested including the application on the County’s Human Resources website. Commissioner Hill requested a copy sent to the Commissioners for their distribution. Vice Chair Weinstein asked if there is any follow up with AmeriCorps members after they complete their service. Ms. Scranton answered that F5SB does not necessarily follow up with members, however, many do return for another term and one member accepted a position as a pre-school teacher. Ms. Scott answered that member follow up information might be obtained from the state. Chair Ohikhuare suggested that F5SB do follow up with members.</p> <p><b><u>Public Comment</u></b>                  None</p> <p>Motion made by Commissioner Vargas and seconded by Commissioner Hill to approve Item 7. With Commissioners Garrett, Ramos and Thomas absent and without further comment or objection, motion carried by unanimous vote.</p>
8	<p>Approve First 5 San Bernardino’s (F5SB) continued support of the Reach Out and Read Initiative in partnership with the American Academy of Pediatrics, California Chapter 2 (AAP-CA2) to provide books for distribution to young children by pediatricians, not to exceed a total of \$150,000 for Fiscal Year 2018-2019. (Presenter: Staci Scranton, Supervising Office Assistant, 252-4282)</p> <p><b><u>Discussion</u></b>                  Vice Chair Weinstein commented on the outstanding program and the joy his patients feel in receiving their books. He would like to see more doctors’ involvement and outside funding offered for this effort so it becomes county wide. Ms. Scott stated F5SB is currently working to expand the reach of the program.</p> <p><b><u>Public Comment</u></b>                  None</p> <p>Motion made by Commissioner Weinstein and seconded by Commissioner Vargas to approve Item 8. With Commissioners Garrett, Ramos and Thomas absent and without further comment or objection, motion carried by unanimous vote.</p>

**Public Comment**

None

**Commissioner Roundtable**

Commissioner Hill congratulated Karen Scott on being recognized as a leader and woman of influence in the June 2018 issue of Inland Empire Magazine.

**Adjournment**

Motion to adjourn by Commissioner Hill and seconded by Commissioner Vargas. With Commissioners Garrett and Ramos absent and without further comment or objection, motion carried by unanimous vote. Chair Ohikhuare adjourned the meeting at 4:32 p.m.

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Next meeting at  
First 5 San  
Bernardino

***Wednesday, September 12, 2018***  
***3:30 p.m. to 5:00 p.m.***  
***NOTE: This meeting is the second Wednesday of the month***

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Attest

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Maxwell Ohikhuare, M.D., Chair

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Ann M. Calkins, Executive Assistant

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