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## Minutes: Children and Families Commission Meeting

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**Meeting Date and Location** January 06, 2021  
3:30 p.m. to 5:00 p.m.

*This meeting utilized the “ZOOM” conferencing platform pursuant to the provisions of the Governor’s Executive Order N-29-20 dated March 17, 2020, which suspends certain requirements of the Ralph M. Brown Act.*

**VIDEO**

Join Zoom Meeting  
<https://zoom.us/j/95740155263>  
**Meeting ID:** 957 4015 5263 #

**AUDIO (must dial in to hear and speak)**  
**1-669-900-6833**

**Meeting ID:** 957 4015 5263 #

One tap mobile  
+16699006833,,95740155263#,,,,,0#,,464083# US (San Jose)

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**Pledge of Allegiance** The Pledge of Allegiance was led by Chair Thomas.

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**Special Presentation** “Help Me Grow Inland Empire”  
Presented by: Dr. Marti Baum, General Pediatrics and Ronald Stewart, PhD, Manager, Help Me Grow Inland Empire (HMGIE) from Loma Linda University Children’s Hospital.

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Commission members shall review agenda item contractors, subcontractors, and agents, which may require member abstentions due to conflict of interest and financial interests.

**Conflict of Interest Disclosure** A Commission member with conflicts of interests shall state their conflict under the appropriate item and abstain or recuse from that item, as appropriate. A Commission member may not participate in or influence the decision on a contract for which their abstention or recusal has been recorded.

For conflicts requiring recusal, the Commissioner must log out of the Zoom meeting and then log back in after the discussion and vote has taken place on the item for which there is a conflict. For conflicts requiring abstention, a Commissioner should not participate in the vote or discussion but may remain logged into the Zoom meeting.

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**Attendees**

**Commissioners**

- Jorge Escalante
- Margaret Hill
- Gary Ovitt
- Corwin Porter
- CaSonya Thomas
- Elliot Weinstein, M.D.

**Staff**

- Karen Scott, Executive Director
  - Ann Calkins, Executive Assistant
  - Alejandro Gutierrez-Chavez, Staff Analyst II
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**Changes to the  
Agenda**

None

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**Legislative  
Report –  
Chekeska  
Gilliam**

Refer to attached legislative report.



Legislative report  
for 1-6-2021.pdf

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**Report -  
Executive  
Director,  
Karen Scott**

**Strategic Plan Strategies**

The First 5 SB staff have done an amazing job working remotely and actualizing our newest Strategic Plan. You'll hear much more about these efforts in the upcoming months related to ACES and Trauma Informed Care, Reevaluation of SART funding, HMG, Home Visiting Coordination, Family Resource Centers, Family and Community Support Partnerships, Cradle to Career reengagement, Governor's Master Plan for Early Learning and Care, AmeriCorps, Quality Start San Bernardino and many other collaborative ventures.

**Upcoming Advisory Committee Meeting**

F5SB staff are also preparing for a "super" Advisory Committee meeting to be scheduled for Tuesday, January 19th beginning at 10:00 a.m. We are inviting new parent representation to be part of the F5SB Advisory Committee. We hope to have at least 5 parent members participating on the committee. This particular meeting is an opportunity to share on the broad range of services and interventions supported by the Commission to promote the health and well-being of our young children, ages prenatal through 5. Commissioners will receive a meeting invite.

Wishing everyone a healthy and Happy New Year.

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**Consent**

Motion by Commissioner Hill and seconded by Commissioner Ovitt to approve the Consent Item.

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Pursuant to Government Code section 54953 (b)(2), a roll call vote was called as follows:

Commissioner Escalante: Aye  
 Commissioner Gonzales: Aye  
 Commissioner Hill: Aye  
 Commissioner Ovitt: Aye  
 Commissioner Porter: Aye  
 Commissioner Weinstein: Aye

Without further comment or objection, motion carried.

Item No.	CONSENT
1	Approve Minutes of October 28, 2020 Commission Meeting. (Presenter: Ann M. Calkins, Executive Assistant, 909-252-4252)

Item No.	DISCUSSION
2	<p>Elect Chair and Vice-Chair for the Children and Families Commission for San Bernardino County. (Presenter: Karen E. Scott, Executive Director, 909-252-4252)</p> <p>Ms. Scott asked for nominations from the floor for the position of Commission Chair. Commissioner Ovitt nominated CaSonya Thomas. Commissioner Thomas accepted the nomination.</p> <p>Hearing none further, nominations closed for the position of Commission Chair. Without further comment or objection, commission members unanimously voted in favor of CaSonya Thomas to remain as Commission Chair.</p> <p>Ms. Scott asked for nominations from the floor for the position of Commission Vice Chair. Commissioner Hill nominated Dr. Weinstein. Dr. Weinstein accepted the nomination.</p> <p>Hearing none further, nominations closed for the position of Commission Vice Chair. Without further comment or objection, commission members unanimously voted in favor of Dr. Weinstein to remain as Commission Vice Chair.</p>
3	<p>Elect Chair for the First 5 San Bernardino Advisory Committee. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p> <p>Ms. Scott asked for nominations from the floor for the position of Advisory Committee Chair. Commissioner Escalante nominated Gary Ovitt. Commissioner Ovitt accepted the nomination.</p> <p>Hearing none further, nominations closed for the position of Advisory Committee Chair. Without further comment or objection, commission members unanimously voted in favor of Commissioner Ovitt to remain as Advisory Committee Chair.</p>
4	<p>Approve "Community Collaboration" Funding Policy 02-02 A4 (formerly: "Sponsorship Policy and Guidelines" Policy 02-02 A3) which establishes a fair and consistent protocol to respond to requests for funding and co-sponsoring of various community, network, and collaborative initiatives, events, and activities aligning with current Commission Contracting Authority 02-03 A6 and Procurement Policy 04-04 A5. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p>

**Discussion**

Ms. Scott explained that in 2007, sponsorships were offered in an amount up to \$10,000 for events in the community focused on increasing awareness of the First 5 mission. Sponsorships were budgeted for about \$300,000 annually. Fiscal Year 2008-2009 was the last year First 5 budgeted for sponsorships. Funding was suspended for the sponsorship opportunity on December 1, 2010. Our goal was to review the effectiveness of the sponsorship strategy and evaluate it for its strength and meeting objectives of Prop 10 and the First 5 Strategic Plan. With some very significant support and hefty collaborative projects between 2011 and 2019, the Commission did not utilize the sponsorship investment strategy.

In Fiscal Year 2019-2020, directly correlating with our strategy of building and improving systems, the Commission set aside a specific allocation for that purpose which mirrored the old sponsorship practice. Today's agenda item and policy revision is to give written guidance for this renewed process. In an effort to support systems building and various Countywide regional network collaboration and to further improve the lives of children prenatal to five years and their families, First 5 San Bernardino may fund or co-sponsor events and activities that fits in with our strategic plan and goals. Under a new strategy adopted within the Fiscal Year 2019-2020 budget, the Commission's approach to systems building evolved and the practice of sponsorship was re-evaluated to better align the funding and evaluation outcomes to support momentum and success in systems-connecting activities.

Approval of Commission support as a sponsoring partner in various projects and collaborative events will be considered after review and at the discretion of an internal Community Collaboration Review Committee comprised of the First 5 Executive Leadership Team. Decisions for approval of requests will be based on the systems strengthening alignment as well as educational and service value of events and activities, the number of young children and families served and the budget allocation available. The criteria for consideration of Community Collaboration funding is included in the proposed policy. The Commission hereby acknowledges that in this type of support, the systems building and Countywide regional network collaboration, the organizers historically referred to and made their requests for support as a "sponsorship." Although we encourage funder requestors to avoid labeling First 5 San Bernardino support as a "sponsorship", the practice of sponsoring an event is a strong one in building system collaborations. The term "sponsorship" may appear on billing and accounting documentation.

Approval of this policy establishes a fair and consistent protocol in response to requests for funding sponsoring and co-sponsoring community network collaborative initiatives, events and activities. Collaboration funding will strengthen the Commission's role as a leader and a vital contributor to the Countywide work that improves the lives of children prenatal to age 5 and their families.

Chair Thomas asked a question regarding the authority for a sponsorship amount. Is the policy proposing that the Executive Director will have the same authority for sponsorships consistent with other procurement items, specifically, is there a certain threshold established or will these be evaluated on a case-by-case basis? Ms. Scott answered that a threshold amount was not included in this policy, however, any approvals would align with the contracting authority that is available to the Executive Director and the Community Collaboration funding are based on the discretion of the Executive Director and the leadership team. There is not set amount in this policy, however, there are restrictions within the Executive Director's authority for contracting and a set budget has been set aside for this purpose.

	<p>To clarify, Chair Thomas stated funding decision amounts and procurement of collaborative services will be governed by and subject to the existing authority by First 5 San Bernardino’s contracting authority and procurement policies.</p> <p><b>Public Comment</b> None</p> <p>Motion made by Commissioner Weinstein and seconded by Commissioner Hill to approve Item 4. Without further comment or objection, motion carried by unanimous vote.</p>
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Item No.	INFORMATION
5	<p>Receive information on approval of employment contract entered into by the County of San Bernardino upon request by the Children and Families Commission Executive Director for Erika Willhite to provide services to the Children and Families Commission as a Staff Analyst II, effective December 5, 2020 through December 4, 2023. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p>
6	<p>Receive information on approval of employment contract entered into by the County of San Bernardino upon request by the Children and Families Commission Executive Director for Marian Fam to provide services to the Children and Families Commission as an Accountant III, effective December 19, 2020 through December 18, 2023. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p>
7	<p>Receive information about the Early Childhood Oral Health Assessment and opportunity to embed it into the Help Me Grow - Inland Empire system, which is being led by Loma Linda University Children’s Hospital with shared costs between First 5 Riverside and First 5 San Bernardino. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p>
8	<p>Receive information on funding received for the CalEITC project and developing partnership with Community Action Partnership of San Bernardino County. (Presenter: Karen E. Scott, Executive Director, 252-4252)</p>

**Public Comment**

None

**Next Meeting**

**Wednesday, March 3, 2021 - 3:30 p.m. to 5:00 p.m.**

**Attest**

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CaSonya Thomas, Chair

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Ann M. Calkins, Commission Secretary