



Minutes: Children and Families Commission Meeting

Date, time, location October 29, 2025
3:30 p.m.
First 5 San Bernardino Commission Conference Center, 735 E. Carnegie Drive, Suite 150, San Bernardino, CA 92408

Pledge of Allegiance Pledge of Allegiance by Chair Weinstein, M.D.

Special Presentation *First Quarter Marketing Highlights: Video compilation*
Presented by Kimberly VandenBosch, Communications Officer at First 5 San Bernardino. Chris Perez, Partner at Westbound Communications was not available.

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**

- Chair Elliot Weinstein, M.D.
- Commissioner Ted Alejandre
- Supervisor Baca Jr.
- Commissioner Josh Dugas
- Vice Chair, Dr. Gwen Dowdy-Rodgers
- Commissioner Gilbert Ramos

Absent

- Commissioner Gary Ovitt

Legal Counsel

- Dawn Martin, Deputy County Counsel

Staff

- Karen Scott, Executive Director
- Traci Homan, Commission Clerk

Changes to the agenda

Commission Clerk announced the following change to agenda item 4, paragraph "G" was removed from contract.

Executive Director's Report

Ms. Scott welcomed the Browder family and thanked them for attending as the meeting was held in honor of Kim Browder, Business Support Manager for First 5, who passed away in August.

Ms. Scott highlighted recent marketing efforts and thanked Kimberly VandenBosch, Communications Officer with First 5 San Bernardino and Westbound Communications for their work in preparing for the upcoming Literacy event at the County Museum in Redlands on November 15.

Ms. Scott reported that several new staff members have joined the organization, bringing valuable skills and a strong commitment to the First 5 mission and community partnerships. Regarding the annual audit, Ms. Scott noted that completion has been delayed due to pending information on pensions and compensated absence. An extension was granted, and the report will be presented at the December 3 Commission meeting.

Ms. Scott also discussed the First 5 Association's new Leadership Institute, a statewide initiative to develop equity-centered leaders in early childhood fields. Commissioners were invited to participate in the virtual Commissioner Roundtable on November 18 from 9:30 am – 11:00 am. If interested, let Ms. Scott know and she will register you.

Ms. Scott concluded by presenting the 4th (April – June) and 1st (July – September) Quarterly Budget Status Report for fiscal year 2025-2026.

| Item No. | CONSENT |
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| 1 | <p>Approve Minutes from July 2, 2025, Commission Meeting. (Presenter: Traci Homan, Executive Assistant, 386.7706)</p> <p>Roll Call Motion/Second: Supervisor Baca, Jr./Vice-Chair Dowdy-Rodgers Aye: Commissioner Alejandre, Supervisor Baca, Jr., Vice Chair Dr. Gwen Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos, and Chair Weinstein, M.D. Abstention: Commissioner Ramos Absent: Commissioner Ovitt Without further comment or objection, motion carried by unanimous vote to approve consent items.</p> |

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| 2 | <p>Approve First 5 San Bernardino Children and Families Commission meeting dates for the 2026 calendar year. (Presenter: Traci L. Homan, Executive Assistant, 386.7706)</p> <p>Roll Call Motion/Second: Supervisor Baca, Jr./Vice-Chair Dowdy-Rodgers Aye: Commissioner Alejandre, Supervisor Baca, Jr., Vice Chair Dr. Gwen Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos, Chair Weinstein, M.D. Absent: Commissioner Ovitt Without further comment or objection, motion carried by unanimous vote to approve consent items.</p> |
| 3 | <p>1. Approve and ratify the following Agreements with Riverside County Children and Families Commission for a retroactive term from July 1, 2025, through June 30, 2026: a. Agreement No. CF26107 for the provision of services in the amount of \$757,830 awarded through First 5 California for the IMPACT Legacy RFA to support Quality Start San Bernardino. b. Agreement No. CF26108 for Professional Services for \$98,000 to support the Quality Start San Bernardino data system through the Region 9 Hub for the First 5 California IMPACT Legacy Initiative.</p> <p>2. Authorize the Executive Director to also execute Agreement Nos. CF26107 and CF26108 with Riverside County Children and Families Commission. (Presenter: Erin Meier, Administrative Supervisor I, 386.7706)</p> <p>Roll Call Motion/Second: Supervisor Baca, Jr./Vice-Chair Dowdy-Rodgers Aye: Commissioner Alejandre, Supervisor Baca, Jr., Vice Chair Dr. Gwen Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos, Chair Weinstein, M.D. Absent: Commissioner Ovitt Without further comment or objection, motion carried by unanimous vote to approve consent items.</p> |

| Item No. | DISCUSSION |
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| 4 | <p>Approve Contract EC053 with Reach Out and Read, Inc. in a cumulative total amount of \$710,456 for a term from November 1, 2025, through June 30, 2028, for Reach Out and Read Services for children and families. (Presenter: Erin Meier, Administrative Supervisor I, 386.7706)</p> <p>Dr. Weinstein shared that he has been involved with Reach Out and Read for many years. He noted that the impact on his patients is remarkable. While a piece of candy might make a child smile for a moment, giving a book brings joy that can last for hours.</p> <p>Roll Call Motion/Second: Supervisor Baca, Jr./Commissioner Dugas Aye: Commissioner Alejandre, Supervisor Baca, Jr., Vice Chair Dr. Gwen Dowdy-Rodgers, Commissioner Dugas, Commissioner Ramos, Chair Weinstein, M.D. Absent: Commissioner Ovitt Without further comment or objection, motion carried by unanimous vote to approve Item 4.</p> |

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| Item No. | INFORMATION |
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| 5 | <p>Receive information on approval of employment contracts entered into by San Bernardino County upon request of the Children and Families Commission with the following individuals for the period of July 26, 2025 – March 31, 2028:</p> <ul style="list-style-type: none"> a) Honesty Pierson as a Senior Office Assistant b) Itzel Quinonez as a Senior Office Assistant c) Ernest Marquez as a Staff Analyst II d) Raylena Figueroa as a Staff Analyst II e) Ethan Flowrest as an Accountant II f) Santos Ayon as an Accountant II <p>(Presenter: Karen E. Scott, Executive Director, 386.7706)</p> |

Public Comment None

Commissioner Roundtable

The Commission Chair announced the formation of an Ad Hoc Committee in response to a funding request received by First 5 San Bernardino (F5SB) from a long-standing partner over 15 years. The purpose of this committee is to provide direction to F5SB staff regarding the request.

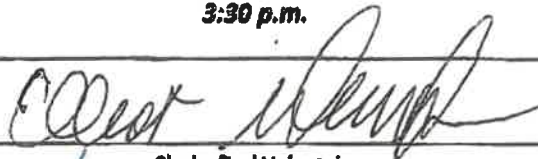
The Chair appointed Supervisor, Baca, Jr., and Commissioner Dugas to join him and Executive Director Karen Scott in serving on the committee. Traci Homan will coordinate and schedule the committee's first meeting as soon as possible.

Commissioners collectively welcomed the new staff and expressed their support for the Reach Out and Read program, noting that it is an excellent initiative.


Adjourn In Memory Meeting adjourned in memory of Kim Browder, Business Support Manager at 4:01 pm

Next Meeting **Wednesday, December 3, 2025**
3:30 p.m.

Attest



 Chair, Dr. Weinstein



 Traci L. Homan, Commission Clerk