

## FIRST 5 KINGS COUNTY CHILDREN AND FAMILIES COMMISSION

### Minutes

June 5, 2007

**Commissioners Present:** Bill Black, Dave Droker, Mary Anne Ford-Sherman, Peggy Montgomery, Joe Neves, Perry Rickard, and John Stankovich.

**Commissioners absent:** none.

**Commission staff present:** Lisa Watson, Executive Director; Fabiola DeCaratachea, Program Officer; Scott Waite, Program Officer; Anamaria Dominguez, Executive Secretary.

**Consultants to the Commission:** Kelly Marschall, Social Entrepreneurs, Inc.

**County staff to the Commission:** Pete Moock, County Counsel

**Others present:** Debbie Gibson, Judy Newton, Larry Sullivan, Michelle White, Olivia Dominguez, Elaine Sullivan, Paula Pilgni, Meg Meckley, Esther Higuera, Kathy Cruz, Rosa Rodriguez, Esther Sanchez, Margarita Niño, Jasmin Niño, Hilda Cabrera, Bertha Perez, Ana Rocha, Elvira Reyes, Diana Acosta, Georgia Mattos, Georgia Tierney, Eldora Trigueiro

**Call to Order:** In addition to calling the meeting to order, Chair Stankovich announced that any issues not discussed by 5:30 will be carried over to next month's agenda. Mission, Vision, and Ground Rules were read followed by roll call.

**Review and Modification of Agenda:** No modification to the agenda was requested.

**Public Comment:** Mike Mendoza, Hanford FRC Director asked about the timeline for hearing of funding proposals. An answer was given by ED Watson. Program Officer Fabiola DeCaratachea informed the Commission and audience of the presence of a translator.

#### **Consent Calendar:**

**2007-06-001 Approval of minutes: April 10, 2007 Commission meeting** –Minutes were approved by motion made by Commissioner Black, seconded by Commissioner Neves. Commissioners Montgomery, Ford-Sherman and Droker abstained from voting.

**2007-06-002 Approval of minutes: April 16, 2007 Special Commission meeting-** Minutes were approved by motion made by Commissioner Neves, seconded by Commissioner Montgomery. Commissioners Droker and Stankovich abstained from voting.

#### **Regular Agenda Items:**

**Fiscal Report** – April 2007 - There are a number of line items that are over-expended. It is Commission's staff intent to establish budget transfers at the very end of the year to incorporate all necessary adjustments. Year-end transfers done will be presented at the July Commission Meeting.

**Executive Director's (ED) Report:** ED Watson reported out to the Commission the early approval from the Board of Supervisors to open personnel recruitment for the School Readiness staff, the approval of the State School Readiness Application, the intensive hand count of 2006-2007 services provided and the results of the Next Stop: Kindergarten Survey that served 150 families at the Hanford Mall. ED Watson asked the Commissioners to save August 7<sup>th</sup> from 1:00 to 6:00 pm for a follow up Commission retreat in lieu of a regular commission meeting. Commissioner Droker asked when the School Readiness funding will be received.

**Program Officer's Report:**

**Fabiola DeCaratachea** – Ms. DeCaratachea outlined the meetings and projects that she is working on. All audits have been completed and RFA's reviewed. Full reports will be presented at the next Commission meeting.

**Scott Waite** – Mr. Waite informed the Commission that he continues making deliveries of backpacks to school districts in Kings County. To date, 1568 backpacks have been distributed and backpacks will be available through the end of July. The first shipment of English revised New Parent Kits has been received. Mr. Waite is currently making appointments to meet with potential distribution sites.

**Community Specialist's Report:** ED Watson, in the absence of Community Specialist Jon-Michael Hice provided an update of marketing and community outreach activities.

**DISCUSSION/ACTION ITEMS**

*Chair Stankovich stated that staff will report on discussion/action items and then the opportunity was going to be given to the public to comment.*

**2007-06-003 3<sup>rd</sup>. Quarter Program Status Report** – Program status reports were presented to the Commission by Program Officer DeCaratachea. Many of the programs are meeting only 2/3 of their contracted deliverables. These issues continue to be addressed through both formal feedback forms as well as informal communications with grantees. Staff has and will continue working with programs throughout this month to correct the information. Consequently, numbers presented to the Commission in the final progress report will reflect Commission staff counts as opposed to self-reported numbers provided by grantees. It is Commission's staff hope that through this process, grantees become more skilled at data management, and that the numbers reported to both the Commission and the State are accurate and valid.

Questions from Commissioners included how 0-5 attendance is captured at events, to clarification on reading a scope of work.

Public comments: Ms. Becky Presley, Hanford Unified School District Superintendent, took the stand to praise the intent of the Commission and to inform them of the withdrawal of the request for 2007-2008 funding from the Hanford Family Resource Center. The Hanford FRC will be moved to one of the School District sites and will seek other funding sources.

Discussion item only. No Action taken.

**2007-06-004 Lemoore Assembly of God FRC Funding Application 2007-2008** – As stated by ED Watson, the Lemoore Assembly of God failed to meet a number of their contracted deliverables, and as a result was placed on a corrective action plan for FY

2006-2007. Commission staff have worked tirelessly to assist the Lemoore Assembly of God in becoming a successful FRC including providing numerous forms of technical assistance, coordinating services, and assisting with training issues. The Lemoore Assembly of God failed to improve their performance during their corrective action period, which was extended from six to nine months; Ms. Watson added that based on those circumstances she met with both the Commission Chair and Chair elect to detail the situation and ask for direction. Based on such direction, Commission staff is now recommending not accepting the application for funding FY 2007-2008.

Questions and comments from Commissioners:

For clarification, Commissioner Ford-Sherman questioned the coordination of mental health services for children 0-5. Commissioner Ford-Sherman wanted the Commission to be aware that the Behavioral Health Department is in the process to get approval from the State Department of Mental Health to negotiate with local FRC for continued services. After a broken relationship with a mental health service provider, Lemoore should have shifted those services to other providers in the county.

Commissioner Rickard – The coordination of immunization activities shows no services rendered at the Lemoore FRC.

ED Watson – Part of the agenda is to authorize the ED to establish transitional services to the Lemoore Community. The time line for such plan was detailed in the Commission agenda packet.

To answer a request from Commissioner Droker, Program Officer DeCaratachea talked about the technical support and the step by step approach provided to Lemoore FRC during the last year to help them operate; even though exhaustive assistance was rendered, the Lemoore FRC did not show necessary improvement.

Public Comments:

Diana Acosta, Intake specialist at Lemoore FRC talked on behalf of the center, and the services need in Lemoore. Ms. Acosta added that the reason for numbers being so low is because the lack of outreach; to answer question from Commissioner Rickard, Ms. Acosta stated that the no one has been assigned to do outreach to the community outside of the center.

Irma Martinez – representing the ESL students, talked on behalf of the ESL classes and the child enrichment program, stressing the importance of the so needed service.

Hilda Cabrera and Margarita Niño, from Armona, approached the Commission but were reminded that the issue being discussed was the Lemoore FRC, not Armona FRC.

Paula Pilgrim, LFRC Preschool Teacher – talked about the benefits of the enrichment program, stating that constant support is needed for a program to succeed.

ED Watson reiterated the fact that is not the intention to create a gap in services for the Lemoore community but to establish, maintain, and actually offer additional services through a transition plan.

Commissioner Droker agreed with the Commission's accountability on how the taxpayers' money is to be spent but struggles supporting the removal of funding to a community based organization.

Commissioner Ford-Sherman asked if anybody from the Lemoore FRC staff was prepared to offer explanation of what has happened.

Meg Meckley, Administrator for the Lemoore Community Center took the stand to state that low demographic information is because a lot of people gets intimidated by the intake forms and refuse to sign them.

Larry Sullivan, from Lemoore FRC shared a timeline of events and services provided at

the center. Mr. Sullivan admitted that two years ago he did not have an idea what a FRC or a grant was, other than money to be spent helping people. Through meetings with Commissions staff Lemoore FRC tried to find out what to do to succeed in keeping the FRC afloat.

Program Officer DeCaratachea, speaking in her role as a mother, approached the Commission to echo the concern of not discontinuing existing services but to continue to work with existing partners and growing services to the Lemoore community. Further comments from the Commission were requested by Chair Stankovich. Commissioner Black thanked everybody for attending the meeting and agreed with the need of comprehensive services through an agency that has the infrastructure and staff to provide them.

Motion was made by Commissioner Ford-Sherman to reject the Lemoore Assembly of God application for FRC for funding 2007-2008 and direct the Executive Director to establish transition services at an alternative location with another partner to operate the Lemoore FRC. Motion was seconded by Commissioner Montgomery with the comment that funding programs is quite easy, de-funding is sometimes very hard.

ED Watson informed the commission of the intent of First 5 staff to contract with an independent consultant to actually manage the day to day operations and activities of the center. It is anticipated that services at the new center will start in August.

Motion was approved by 5 ayes and opposition from Commissioners Rickard and Droker

**2007-06-005 2007-2008 Parenting Services Contract/Maricela Alatorre – (Tabled for next Commission meeting).**

**2007-06-006 2007-2008 Capacity Building Contract -** Staff recommended the Commission review and approve the SEI service contract for implementation of the 2nd year of capacity building services to be provided to the First 5 Commission, the FRC's and UCP resulting in the disbursement of no more than \$200,000 to Social Entrepreneurs Inc. (SEI) for a period from July 1, 2007 to June 30, 2008.

Motion was made by Commissioner Bill Black, seconded by Commissioner Rickard.

**2007-06-007 Out of State Travel Request** As part of the capacity building project that First 5 is participating in through SEI, the Executive Director is requesting the authorization to attend an out of state conference that will take place September 23-27, 2007 at a total estimated cost of \$1,818. Approval was given by motion made by Commissioner Rickard, seconded by Commissioner Black.

**2007-06-008 Nomination Committee** The Commission needs to appoint a nominating committee that will convene and submit to staff proposed candidate(s) for Chair elect by June 22, 2007 for appropriate election to occur at July 3, 2007 Commission meeting.

Ascension of chair-elect is to occur at the July 2007 meeting. Commissioners Montgomery and Neves volunteered to be part of the committee.

**STUDY SESSION** *(Tabled for Next Commission Meeting)*

- First 5 Kings County DRAFT Contract Compliance Policy
- First 5 Kings County DRAFT REVISE Grants & Contracts Policy
- First 5 Kings County Children and Families Commission Ordinance Change Request – increased membership

## **FUTURE AGENDA ITEMS**

- Program Audit Reports
- Data Management Status Report
- 2007-2008 Contracts
  - Family Resource Centers
    - Armona FRC
    - Avenal FRC
    - Corcoran FRC
    - Hand in Hand FRC
    - Hanford FRC
    - Kettleman City FRC
    - Parenting Classes
    - Parent Support Group Facilitation - Possible
    - Health & Nutrition Classes - Possible
  - School Readiness
    - UCP
  - Special Needs
    - UCP
  - Child Health Initiative
    - Health Department of Kings County
  - Kings CONNECTION
    - United Way
  - C.A.R.E.S
    - Kings County Office of Education
  - 2007-2008 Parenting Services Contract/Maricela Alatorre

## **COMMISSIONER COMMENTS**

- Commissioner Rickard – Health Insurance enrollment will start on June 15, with coverage effective July 1<sup>st</sup>.
- Commissioner Black – A transition plan might now be needed for Hanford Elementary School District FRC.
- Commissioner Montgomery – Time to re-assess Family Resource Initiative

## **ADJOURNMENT**

Meeting was adjourned at 5:48 to the next regularly scheduled meeting on July 3, 2007 at 4:00 pm at the Kings County Board of Supervisors Chambers.