

COMMISSION MEETING MINUTES

March 12, 2018

Meeting location: 260 E. 15th Street, Merced, CA 95341

Commission Members Present:

Lee Lor Eva de Long Iantha Thompson Shirley Brown Scott Pettygrove
 Dr. David Canton Aaron Lequia Marjorie Terranova Yvonnia Brown

Staff Present: James Fincher, Martha Hermosillo, Kathleen Zimmerman

Guests: Monica Adrian, Ruben Chavez, Kim Nausin, Monika Grasley, Chanel Weaver, Lydia Cortez, Jenna Nunes, Amy Hang, Bouasvanh Lor, Christie Hendricks, Teresa Burrola, Jennifer Rocha, Lorena Burrola, Mary Bauman, Norma Barragan, Rosa Barragan

Call to Order

Chair Lee Lor called the meeting to order at 5:32 pm.

Commissioner Eva de Long arrived at 5:37 pm.

Pledge of Allegiance, and Roll Call

The Pledge of Allegiance was led by: Commissioner Dr. David Canton.

Attendance results noted above; a quorum was present.

SCHEDULED ITEMS:

Public Opportunity to Speak on Any Matter within the Commission's Jurisdiction

Members of the public were invited to come forward to speak. Christie Hendricks, Assistant Superintendent, Early Education Department, at Merced County Office of Education, thanked the First 5 Commission for their support with providing books to the children at the Parent Institute held on Saturday, February 16, 2018. Hendricks stated there were over 500 families in attendance this year. Hendricks thanked Commissioner Scott Pettygrove for attending the event, Pettygrove responded saying it was a very good event, and was pleased to see how many families attended.

Additions/Deletions to the Agenda:

Attachment for agenda item #5 was provided at the meeting to Commissioners and the Public.

CONSENT CALENDAR:

- 1. Approval of Minutes for the January 8, 2018 Commission Meeting (Action)**
- 2. Approval of Expenditures through January 31, 2018 and February 28, 2018 (Action)**

Commissioner Yvonnia Brown moved to approve items #1-2 on the consent calendar.

Motion seconded by: Commissioner Dr. David Canton. The motion was unanimously passed with 7 in favor, 0 opposed.

REGULAR CALENDAR:

COMMISSION ACTION:

3. Approval of Cycle III Mini-Grant proposals (Action)

This item was presented by First 5 Executive Director, Martha Hermosillo to request approval to fund six (6) Cycle III mini-grant proposals for a total of \$16,950.00. Due to several Commissioners having conflicts of interest, the Cycle III mini grants proposals were voted upon in four (4) separate sessions, the first session had no Commissioner conflicts.

Voting sessions were as follows:

Session 1

The Merced County Spring Fair Heritage Foundation
LifeLine CDC

Commissioner Dr. David Canton moved to approve funding for the Merced County Spring Fair Heritage Foundation and LifeLine CDC.

Motion seconded by: Commissioner Aaron Lequia. The motion was unanimously passed with 7 in favor, 0 opposed.

Session 2

Los Banos Unified School District "Preschool Educational Supplies"

Commissioner Margie Terranova recused herself due to a conflict of interest.

Commissioner Dr. David Canton moved to approve funding for the Los Banos Unified School District "Educational Supplies"

Motion seconded by: Commissioner Yvonnia Brown. The motion was unanimously passed with 6 in favor, 0 opposed.

Commissioner Margie Terranova returned to the Commission meeting at this time.

Session 3

1. Merced County Department of Administrative Services "Supporting Breastfeeding in the Workplace"
2. 35th District Agricultural Association dba Merced County Fair "Nursing Station at the Merced County Fair"

Commission Chair Lee Lor recused herself due to a conflict of interest.

Commissioner Dr. David Canton moved to approve funding for the Merced County Department of Administrative Services "Supporting Breastfeeding in the Workplace" and the 35th District Agricultural Association dba Merced County Fair "Nursing Station at the Merced County Fair"

Motion seconded by: Commissioner Scott Pettygrove. The motion was unanimously passed

with 6 in favor, 0 opposed.

Session 4

3. Merced County Department of Public Health “Potter the Otter at Farmers’ Markets”

Commission Chair Lee Lor recused herself due to a conflict of interest

Commissioner Dr. David Canton recused himself due to a conflict of interest.

1. Commissioner Margie Terranova moved to approve funding for the Merced County Department of Public Health “Potter the Otter at Farmers’ Markets”

Motion seconded by: Commissioner Yvonnia Brown. The motion was unanimously passed with 5 in favor, 0 opposed.

Commission Chair Lee Lor and Commissioner Dr. David Canton returned to the Commission meeting at this time.

4. Approval of Funding to Support Week of the Young Child activities and to contract with Merced County Office of Education, Early Education Department for the “Day at the Park” event (Action).

This item was presented by Martha Herмосillo requesting the Commission approve a contract with the Merced County Office of Education, Early Education Department for the Week of the Young Child, Day at the Park event coordinated by the Local Child Care Planning Council, in an amount not to exceed \$10,000 and to approve an allocation of \$8,000.00 for entities to apply for funding to commemorate Week of the Young Child Events in other cities across the county.

Commissioner Dr. David Canton asked if the \$8,000.00 would be used throughout the county during the Week of the Young Child or if all the events were in Merced. Herмосillo stated the funds are intended for cities outside of the city of Merced to provide an opportunity for events during the Week of the Young Child to other communities in Merced County. Herмосillo gave some examples of prior year events such as Atwater “Movie in the Park” and Planada “Movie in the Park and Family Day.”

Commissioner Dr. David Canton moved to approve funding for the Week of the Young Child activities and to contract with Merced County Office of Education, Early Education Department for the “Day at the Park” event.

Motion seconded by: Commissioner Margie Terranova. The motion was unanimously passed with 7 in favor, 0 opposed.

5. Approval to develop and release a request for proposals (RFP) for evaluation services (Action).

This item was presented by Martha Herмосillo, requesting the Commission to approve staff to develop and release a Request for Proposals (RFP) for support in evaluating efforts of the new strategic planning period to include all programs approved by the Commission during the 17/18 Fiscal Year. The RFP budget would not exceed \$150,000 for a three-year term, from July 1, 2018 to June 30, 2021. Funding for this service is available in the initial FY 18/19 budget.

Staff is also requesting the Commission reaffirm the Commission representatives to the Evaluation RFP proposal review committee to review proposals submitted in response to the Evaluation RFP and participate in upcoming evaluation planning and activities.

Based on the above, the Evaluation RFP review committee would include the following Commissioners:

- Scott Pettygrove, Human Services Agency
- Iantha Thompson, District 2
- Margie Terranova, District 5

Commissioner Margie Terranova requested to work remotely to score the proposals.

Commissioner Dr. David Canton moved to approve to develop and release a request for proposals (RFP) for evaluation services.

Motion seconded by: Commissioner Yvonnia Brown. The motion was unanimously passed with 7 in favor, 0 opposed.

6. Approval to increase contract with United Way as the fiscal agent for Project Prevention Coalition for the Hmong Culture Camp (Action).

This item was presented by First 5 Executive Director, Martha Herмосillo, This item presents a request from Project Prevention to increase the amount of the Hmong Culture Camp contract, with United Way as the fiscal agent. Herмосillo reminded the Commission that at the December 2017 meeting, when the Commission approved funding for Project Prevention for Hmong Culture Camp with United Way as the fiscal agent in a 4-year contract not to exceed \$251,142. Since that time Project Prevention has identified a miscalculation in the benefit line item of the year one budget in the amount of \$10,639. The contractor requests to increase the overall four-year contract amount from \$251,142 to \$261,781 in order to cover the benefits costs for the Program Assistant in the first year. The original approved amounts for years two and three would remain the same.

Commissioner Yvonnia Brown asked if there was a copy of the original request for funding in the Commission packet, Herмосillo replied there was not one provided at this meeting, however, representatives from Project Prevention Coalition (PPC) were in the audience to answer any questions. At this time Bouasvanh Lor and Amy Hang, from PPC introduced themselves to the Commission.

Lor stated that in the original proposal approved by the Commission, Project Prevention Coalition (PPC) had staff costs in the Personnel category.

Lor explained that since the fiscal agent is for PPC is United Way, and PPC staff is not employed directly with United Way, the salaries and benefits needed to move out of Personnel into the Sub-Contractor category. When moving the Personnel to the Sub-Contractor, staff noticed a miscalculation in the "benefits" line item of \$10,639.00.

Commissioners Scott Pettygrove, Yvonnia Brown and Dr. David Canton, expressed concerns with the moving increase without having clear rationale and documents for the request. Brown asked if any services had been started with the Camps or could the services start later in the summer, Lor stated that while the camps had not officially started their sessions, they had everything in place and volunteers trained to start as planned. Lor also stated that even if the contract was delayed, the volunteers and staff would make sure the Culture Camp would open as planned.

Commissioner Dr. David Canton moved to request this agenda item be brought back to the April 9, 2018 Commission meeting with detailed rationale for the proposed contract increase.

Motion seconded by: Commissioner Yvonnia Brown. The motion was unanimously passed with 7 in favor, 0 opposed.

7. Update by the Merced County Office of Education Early Education Department regarding the First 5 California IMPACT grant (Informational).

Merced County Office of Education (MCOE) staff, Rosa Barragan, Monica Adrian, Lorena Burrola, Norma Barragan, Mary Baumann and Lydia Cortez provided the Commission with an update and presentation highlighting the successes of the Merced/Mariposa (Improve and Maximize Programs So All Children Thrive) IMPACT funding. IMPACT Coach Lorena Burolla, spoke about how IMPACT has opened up a new platform of professional development opportunities, teaching, coaching and mentoring one on one or in groups, provides to Centers and licensed child care providers the tools to create safe and nurturing learning environments, develops and grows their teacher-child interactions, and builds relationships with parents/caregivers.

MCOE IMPACT coaches shared 2 videos that aired on local news station KSEE24, featuring providers and parents/caregivers participating in IMPACT. The first video highlighted child care providers' Sharon Salinas and Alheli Olivares both enrolled in IMPACT, each spoke about the advantages of having coaching, mentoring and professional development opportunities through Merced/Mariposa IMPACT and empowering them helps build their relationships with children in their care as well as with parents/caregivers. The second video, highlighted the Kaleidoscope play and learn group which provides children and their parents/caregivers a learning environment to learn and create fun activities they can do with their children or children in their care, including music, movement and social skills. Kaleidoscope also provides the opportunity for the children and their parents/caregivers to socialize, connect and develop relationships outside of their homes. MCOE staff thanked the Commission and stated that without their support with IMPACT funding, programs like these would not be possible.

8. Update on recruitment for Program Manager and Program Specialist (Informational).

Martha Hermosillo updated the Commission regarding the hiring of new staff at First 5. Hermosillo stated after a lengthy process, and a 2 review panels, Hermosillo stated First 5 Merced County has hired a new Program Manager, Marie Pickney. Pickney provided the Commission with a brief history and background of her work over the years working for the County of Merced starting at the Human Services Agency and then Public Health.

COMMISSION INFORMATION & POSSIBLE ACTION

9. Executive Director's Report

First 5 Executive Director Martha Hermosillo provided a Power-Point presentation to the Commission with updates on the following:

Radio Merced Campaign:

- ⦿ Campaign began February 1
- ⦿ English – one month 897 texts
- ⦿ Spanish – one month 377 texts
 - Text the word “Family”
 - Family 4 pack to Monterey Bay Aquarium + Dinner at Destinos

- First 5 to receive analytics on texts

Walsh Cassidy Walsh:

- ⦿ Literacy Summit
- ⦿ April 20, 2018
- ⦿ Gateway Gardens

Hermosillo also reminded the Commission the Children's Summit 2018 is April 19, 2018

Hermosillo updated the Commission on completion of the Lactation Rooms at High Schools Golden Valley, Merced High. Hermosillo showed pictures of the rooms to the Commission. Commissioner Margie Terranova asked if the Sesame Street booklets had been printed and Hermosillo replied yes, there were 4000 printed and all but 350 had been distributed throughout the County, the remaining 350 will be distributed at the Children's Summit.

Commissioner Reports

Commissioner Aaron Lequia requested to have more information on the Literacy Event.

Commissioner Dr. David Canton informed the Commission and audience that influenza is on the decline, however pertussis is on the rise and to encourage new mothers, pregnant women and families with young children to get the pertussis vaccine.

Commissioner Yvonnia Brown, informed the Commission that Behavioral Health and Recovery will be moving into the new building and having an opening on April 20, 2018 from 9am -12pm and will be open to the public to tour.

Commissioner Eva de Long congratulated Commissioner Yvonnia Brown on the new building and asked for more presentations from First 5 Contractors, she was very pleased to see the IMPACT presentations and the work being done with First 5 Merced County funding.

Commissioner Margie Terranova thanked First 5 staff Martha Hermosillo and Kathleen Zimmerman for holding down the fort till new staff was hired.

Commissioner Scott Pettygrove was pleased to see Marie Pickney was hired as the First 5 Program Manager. Pettygrove again stated how pleased he was to see the number of families attending the Parent Institute on a weekend, and added that there was some discussion with MCOE to collaborate at the 2019 Parent Institute on fatherhood events.

Commission Chair Lee Lor welcomed Marie Pickney to the First 5 family and thanked Hermosillo and Zimmerman for holding down the fort. Lor requested Hermosillo to update the Commission and audience on the next Commission meetings.

Hermosillo informed the Commission that the May Commission meeting will be held in Los Banos at Westside Elementary. Hermosillo also informed the Commission that she will be the only First 5 staff at the April 9th meeting as Pickney and Zimmerman will be attending the Annual First 5 California Summit in Glendale.

Meeting adjourned at 7:01 pm.

