

**FIRST 5 KERN**  
**KERN COUNTY CHILDREN AND FAMILIES COMMISSION**

Wednesday, February 6, 2008  
Kern County Superintendent of Schools  
1300 17<sup>th</sup> Street  
Bakersfield, California

Minutes

COMMISSION CONVENED @ 2:05 P.M.

ROLL CALL

Present: Commissioners Audelo, Barlow, Brandon, Goh, Koditek, Maier, Rubio  
Alternate Commissioners Christman and Nilon  
Absent: Commissioners Cheadle and Jonah

PUBLIC PRESENTATIONS

- 1) No one was heard.

REPORTS AND ANNOUNCEMENTS

- 2) Commissioners:
    - Commissioner Koditek announced the appointment of Cathy Monsibias to the Technical Advisory Committee replacing Judy Newman, who has retired.
    - Commissioner Audelo reported on her site visit with Wendy Wayne to the Arvin Union School District's Family Resource Center.
    - Commissioner Rubio thanked First 5 Kern's staff for its efforts in supporting families with gifts, and food at the Kern Medical Center Neonatal Intensive Care Unit over the Christmas holiday.
  - 3) Contractor's Highlight –  
Medically Vulnerable Infant Program (MVIP)
    - Jane Johnson, Director, MVIP and Dr. Sudhir Patel, Director of Neonatology of Kern Medical Center and Mercy Southwest presented on the MVIP program. Ms. Johnson introduced participants of the program Patricia and Jesus Surrounda Torres with their son Juan, 19 months old. The family expressed how much the program has helped them with their son and thanked everyone. Ms. Johnson and Dr. Sudhir responded to questions.
- West Kern Community College District – Mobile Dental Unit
- Janice Montoya, Coordinator and Dr. Stacy Eastman gave a PowerPoint presentation regarding dental disease and decay and responded to questions.



4) Technical Advisory Committee's Report

- Commissioner Brandon reported that the TAC welcomed new members Mimi Audelo, Karen Goh and Charlotte Brandt and is looking forward to the next meeting when new members Cathy Monsibias, May Gordon, and Kirstin Woody will be joining the TAC.
- Commissioner Brandon reported that the TAC recognized the long service and numerous contributions of Judy Newman who is retiring.
- Commissioner Brandon reported that Committee Member Krehbiel reported on the activities of the United Way.
- Commissioner Brandon reported that Committee Member Cook presented on the Bakersfield Homeless Shelter's, Discovery Depot and reported on the Touchpoints meeting held in Sacramento, California.
- Commissioner Brandon reported that the Annual Report of Findings went to First 5 California and was accepted.
- Commissioner Brandon reported that the report to stakeholders was distributed.
- Commissioner Brandon reported that the Strategic Plan Review Committee's work was finalized and it is an item for the Commission's review.

5) Executive Director's Report

- Ms. Wayne welcomed Supervisor Rubio to the Commission and thanked him for the admirable work on behalf of First 5 Kern to keep the Outreach and Enrollment Retention and Utilization program funded.
- Ms. Wayne announced the retirement of Commissioner Diane Koditek.
- Ms. Wayne reported on the site visit with Commissioner Audelo and upcoming site visits with Commissioner Goh and Supervisor Watson.
- Ms. Wayne reminded all to save the date of March 21, 2008 for First 5 Kern's strategic planning session. Ms. Wayne thanked Commissioner Audelo and San Joaquin Hospital for hosting the entire event.
- Ms. Wayne introduced CSUB 2008 Public Policy Admin Class, an evaluation team, John Chambers, Patty Carol and Diedra Laura and reported this team will be contacting the TAC and Commissioners by email in the next few weeks to do a four question survey in preparation for the strategic planning. Ms. Wayne asked that the TAC and Commissioners respond to the email in a timely manner.
- Ms. Wayne reported that the First 5 Kern will have a staff development day on February 12, 2008.
- Ms. Wayne reported on the resignation of Terry Foley and thanked her for her service to the TAC.
- Ms. Wayne introduced new TAC members Kirsten Woody, Charlotte Brandt, May Gordon and Cathy Monsibias and gave brief bio on each member.
- Ms. Wayne reported back regarding Supervisor Maben's referral to staff from the December meeting. At the December 2007 meeting, Rodrigo Vasquez, Coordinator presenting for the South East Neighborhood

Partnership made a statement suggesting that the clientele that the Partnership supports did not have health insurance. Commissioner Maben wanted to know where the statistics to support Mr. Vasquez’s statement had come from. Ms. Wayne reported that Mr. Vasquez had reported from a study that was done by the Department of Human Services in March of 2002. It was a small survey and of those surveyed stated preventive care was not a priority.

- Ms. Wayne gave a personal note of thanks to Project Review Committee for the tough decision making in its recent work.
- Ms. Wayne thanked the Personnel Committee for its work on the new Employee Manual.
- Ms. Wayne reported that the First 5 Kern staff would be meeting with the Kern County for Network staff with the vision of collaborating efforts.
- Ms. Wayne reported on the staff and their recent efforts.
- Ms. Wayne reported on a weekly magazine, *Nurses Week*, which featured an article on one of the programs that First 5 Kern funds, the Nurse Family Partnership.

6) Report on Children’s Health Initiative

- Kimberly Fulton, Chief Program Officer gave an update on the recent activities of the Children’s Health Initiative.

SPECIAL PRESENTATIONS

Nn - Kk  
Ce, Jh – AB  
All Ayes

- 7) Resolution expressing appreciation to Commissioner Don Maben for his service to the children and families of the County of Kern and the State of California –  
ADOPTED RESOLUTION

ACTION ITEMS

Nn – Bn  
Ce, Jh – AB  
All Ayes

- 8) Minutes of Technical Advisory Committee meeting of November 19 , 2007 -  
APPROVED

Nn – Bn  
Ce, Jh – AB  
All Ayes

- 9) Minutes of Children and Families Commission regular meeting of December 5,  
2007 – APPROVED

Nn – Bn  
Ce, Jh – AB  
All Ayes

- 10) Minutes of the Personnel Committee meeting of January 10, 2008 – APPROVED

Nn – Bn  
Ce, Jh – AB  
All Ayes

- 11) Minutes of the Project Review Committee meeting of January 11, 2008 -  
APPROVED

Gh - Bw  
Ce, Jh – AB  
All Ayes

- 12) Recommendations of the Personnel Committee on the Administrative and Personnel Policy Manual (Employee Handbook) –APPROVED THE ADOPTION OF THE REVISED PERSONNEL MANUAL AND AUTHORIZED THE EXECUTIVE DIRECTOR TO TAKE ANY OTHER



**ACTIONS NECESSARY TO IMPLEMENT THE CHANGES IN THE PERSONNEL MANUAL.**

- Ro - Bn  
Ce, Jh – AB  
All Ayes
- 13) Recommendations of the Project Review Committee – APPROVED THE ADOPTION OF THE PROGRAM IMPROVEMENT PLAN AND AUTHORIZED THE EXECUTIVE DIRECTOR TO IMPLEMENT THE USE OF THIS PLAN.
- Bn - Gh  
Ce, Jh – AB  
All Ayes
- 14) Strategic Plan 2007 – STAFF PRESENTATION; OPENED HEARING; CLOSED HEARING; ADOPTED THE STRATEGIC PLAN TO INCLUDE ANY ADDITIONAL CHANGES DIRECTED BY THE COMMISSION.
- Nn - Ao  
Ce, Jh – AB  
All Ayes
- 15) Strategic Plan 2007 Facilitation – APPROVED HIRING OF CONSULTANT TO FACILITATE COMMISSION STRATEGIC PLANNING PROCESS, NOT TO EXCEED \$5000.00.
- Bn - Ro  
Ce, Jh – AB  
All Ayes
- 16) Human Resources Services – APPROVED ANNUAL AGREEMENT FOR HUMAN RESOURCES SERVICES WITH KDG HR SOLUTIONS. AUTHORIZED THE EXECUTIVE DIRECTOR TO IMPLEMENT THIS AGREEMENT.

**MISCELLANEOUS DOCUMENTS TO BE RECEIVED AND FILED**

- Nn – Bn  
Ce, Jh – AB  
All Ayes
- 17) Monthly Financial Reports for November and December 2007 – RECEIVED AND FILED
- Nn – Bn  
Ce, Jh – AB  
All Ayes
- 18) Monthly Report on Reserved and Unreserved Funds for November and December - RECEIVED AND FILED
- Nn – Bn  
Ce, Jh – AB  
All Ayes
- 19) Letter of Resignation from Terry Foley – RECEIVED AND FILED
- Nn – Bn  
Ce, Jh – AB  
All Ayes
- 20) Letter from Nancy S. Buzzell, APLLE Scholarship recipient, thanking First 5 Kern for the funding of the Scholarship program - RECEIVED AND FILED
- Nn – Bn  
Ce, Jh – AB  
All Ayes
- 21) Letter from Tammy Burns and Kern County Child Development Conference for support of the October 20<sup>th</sup> event – RECEIVED AND FILED
- Nn – Bn  
Ce, Jh – AB  
All Ayes
- 22) Letter Kathy Shelly, CASA, thanking First 5 Kern for ticket donations of the Holiday Lights at CALM – RECEIVED AND FILED
- Nn – Bn  
Ce, Jh – AB  
All Ayes
- 23) Letter from the Kern Council of Governments awarding the Regional Award of Merit in the category of Distinguished Leadership to an elected official – RECEIVED AND FILED

Nn – Bn  
Ce, Jh – AB  
All Ayes

- 24) Report on Expenditures under the Policy on Support of Community Activities and Events for providing care packages over the holidays to families with infants in the Neonatal Intensive Care Unit at Kern Medical Center, in collaboration with Supervisor Michael Rubio - RECEIVED AND FILED

Nn – Bn  
Ce, Jh – AB  
All Ayes

- 25) Report on Expenditures under the Policy on Support of Community Activities and Events for support of the full-day training entitled, “Bridges out of Poverty,” sponsored by the Kern County Child Care Council – RECEIVED AND FILED

### ADJOURNMENT

- 26) Adjourned to Friday, March 21, 2008, 9:00 a.m., San Joaquin Community Hospital for the Strategic Planning Workgroup.