



Commission Meeting Minutes  
February 24, 2011

**Commissioners Present:** Chair Phil Cox, Chair-Elect Christine A. Nelson, M.D., John Davis, Ray Chavez, and Cheryl L. Duerksen, Ph.D. **Excused:** Steve Bargeon, Maureen Bianco  
**Staff Present:** Executive Director Janet Hogan, Finance Manager Aaron Cooper, Executive Assistant Rose Froyd, Program Officers Michele Morrow and Sterling Bishop

1. Welcome and Call to Order: Chair Cox called the meeting to order at 10:03 a.m.
2. Public Comment: None
3. Consent Items:

- A. January 27, 2011, Meeting Minutes
- B. Salary Range Adjustment and Salary Schedule Update

Finance Manager position salary adjustment to Range 177 effective February 20, 2011 and direction to Executive Director to update the salary schedule for consideration by the Technical Advisory Committee and full Commission no later than the November 17, 2011 meeting.

On a motion by Commissioner Nelson, seconded by Commissioner Chavez, the consent items were approved. Commissioners Bargeon and Bianco were excused.

4. Infant-Family Early Childhood Mental Health Initiative Report

Dr. Cassandra Joubert from the Central California Children's Institute at Fresno State and Cheryl Lennon-Armas, Executive Director of the Tulare Youth Service Bureau represented this initiative. Dr. Joubert reported on research, guidelines for trainings, and the steering committee that is collecting data from community conversations to develop regional trainings. Once all participants have submitted their data a report will be distributed.

5. Action Items:
  - A. Kaweah Delta Hospital Foundation Pediatric Specialty Care Project Agreement Amendment

Janet Hogan reported that Kaweah Delta Hospital Foundation has implemented this project. There are two physicians, a gastroenterologist and a developmental behavioral pediatrician treating children but unfortunately a pediatric endocrinologist has not been located despite recruiting efforts. Therefore, a one-year extension of the agreement to December 31, 2012, and a modification to the scope of work to delete the endocrinologist and add speech and occupational therapy services is requested. These changes are within the existing contract amount of \$3,000,000.

The Commission discussed recruiting and the necessity of the speech and occupational therapy support services. Lindsay Mann, representing Kaweah Delta expressed commitment to continue to invest in pediatric specialties in the community whether or not supported by the grant.

On a motion by Commissioner Duerksen, seconded by Commissioner Chavez, the Commission approved and authorized the Executive Director to sign an amendment to the agreement with the Kaweah Delta Hospital Foundation for the Pediatric Specialty Care Project extending the agreement through December 31, 2012, and modifying the scope of work with no change to the total contract amount. Commissioner Nelson abstained and Commissioners Bargeon and Bianco were excused.

B. Corporation for Standards and Outcomes (CS&O) Agreement

Janet Hogan reported CS&O has provided an automated data collection system, Outcomes Collection, Evaluation and Reporting Service (OCERS) to First 5 Tulare County for several years. They have offered a one-year extension for a total amount of \$86,520 for the final year of the current agreement due to the changes and number of funded programs. CS&O is working to develop a less costly alternative that will be compatible with First 5 California's data system.

On a motion by Commissioner Chavez, seconded by Commissioner Nelson, the Commission found the agreement with the Corporation for Standards and Outcomes for the OCERS data collection system is consistent with the *First 5 Tulare County Strategic Plan July 2009 through June 30, 2012*; and approved and authorized the Executive Director to sign an agreement for the period April 2, 2011, through March 31, 2012, in an amount not to exceed \$86,520.00. Commissioners Bargeon and Bianco were excused.

C. Family HealthCare Network Kinder Care Dental Project Agreement Amendment

Janet Hogan reported this program is performing well but that Family HealthCare Network (FHCN) has depleted their budget for materials and supplies and that approximately \$40,000.00 is needed to purchase fluoride, swabs, gloves, etc. First 5 staff recommends an amendment to the agreement to provide an additional \$20,000.00 with the understanding that FHCN will direct \$20,000.00 of their funds to the project and that their funds would be expended before First 5 Tulare County funds.

On a motion by Commissioner Davis, seconded by Commissioner Nelson, the Commission approved and authorized the Executive Director to sign an amendment to the agreement with Family HealthCare Network for the Kinder Care Dental Project increasing the total contract amount by \$20,000.00 for a three-year amount not to exceed \$549,347.00. The Commission approved Budget Revision #1 increasing the Provider Contract Payments account by \$20,000.00. Commissioner Chavez abstained and Commissioners Bargeon and Bianco were excused.

D. Synchrony of Visalia FREE Parent Education Program

Janet Hogan reported that over the past two years program participation has dropped and program completion rates are below contracted levels. Despite efforts of Synchrony and First 5 Tulare County staff, graduation rates have not sufficiently

improved. It is recommended that the agreement with Synchrony end effective June 30, 2011. First 5 staff will work with Synchrony to develop a transition plan to end the program.

On a motion by Commissioner Davis, seconded by Commissioner Nelson, the Commission approved the termination of the agreement with Synchrony of Visalia for the FREE Parent Education Program effective June 30, 2011, and directed staff to work with Synchrony to develop a transition plan to be brought back to the Commission. Commissioners Chavez and Duerksen abstained and Commissioners Bargeon and Bianco were excused.

E. Financial Report for period ending December 31, 2010.

Aaron Cooper presented the report. On a motion by Commissioner Chavez, seconded by Commissioner Nelson, the report was accepted. Commissioners Bargeon and Bianco were excused.

F. Mid-Year Budget Revision (#2)

Aaron Cooper reviewed the revisions for fiscal year 2010-2011 which included a total increase of \$6,518 to estimated revenues, a total increase of \$14,884 to appropriations, and a total increase of \$8,366 in the use of reserves.

On a motion by Commissioner Nelson, seconded by Commissioner Chavez, the mid-year budget revision #2 was approved. Commissioners Bargeon and Bianco were excused.

G. Investment Report for period ending December 31, 2010.

Aaron Cooper presented the report and on a motion by Commissioner Nelson, seconded by Commissioner Duerksen, the report was accepted.

H. 2011-2012 California State Budget

Janet Hogan reported the Governor's proposal is to sweep \$1 billion from state and local First 5 reserves and to permanently divert 50 percent on on-going revenue. By June 30, 2011, First 5 Tulare County's reserve is estimated to be approximately \$7 million. It was the consensus of the Commission to delegate this item to the Technical Advisory Committee.

I. School Readiness Program Extension

Janet Hogan reported that after the January 2011 meeting, where the Commission approved an extension of the School Readiness Program through June 30, 2012, a meeting was held with representatives from the school districts. They were in agreement to participate for another year at a \$5,000 cash match for each school. Staff identified First 5 funding of \$720,000 from a variety of unanticipated or unprogrammed savings. Program agreements will be presented to the Commission for approval at the April 2011 meeting.

6. Reports

A. Children's Health Initiative and OCERS

Sterling Bishop reported fiscal reports and data collected are being reviewed at this mid-year point, and that the Healthy for Life committee is looking at ways to increase participation in both the breakfast and lunch programs.

B. Evaluation Program

Michele Morrow reported the local annual report will go to the printer next week and that the First 5 California annual report was received. Mid-year site visits are being scheduled.

C. Executive Director

Janet Hogan reviewed her report highlighting site visits: (1) the Pregnant Parenting Education Program at the Visalia Charter Independent Study site, (2) Porterville Unified School District Preschool Special Day Class for children with special needs, (3) the Child development Center at Porterville College, and (4) the day care/preschool operated by the Porterville Nazarene Church. Janet acknowledged the letter written by Tulare County Sheriff Bill Wittman to the legislative delegation in support of keeping Proposition 10 funds at the local level.

D. Reports from Commissioners: None

7. Future Agenda: No meeting is scheduled in March

- April 6, 2011, noon to 3:30 p.m. Commission Retreat
- April 14, 2011, Hands-On Heroes event
- April 28, 2011, regular meeting
  - \* First 5 California Annual Report for 2009-2010

8. Adjourn: Chair Cox adjourned the meeting at 11:15 a.m.