



Commission Meeting Minutes
June 23, 2011

Commissioners Present: Chair Phil Cox, Chair-Elect Christine A. Nelson, M.D., John Davis, Steve Bargeon, Maureen Bianco, and Cheryl L. Duerksen, Ph.D. **Excused:** Ray Chavez
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 10:00 a.m.
2. Public Comment:
Claudia Solis-Alcala, representing Valley Public Television, thanked the Commission for past support and reported they are wrapping up Season 8 of "0 to 5 in 30 Minutes!"
3. Consent Items:
 - A. May 26, 2011, Meeting Minutes
 - B. 2010-2011 Budget Revision #4
Increase Provider Meetings & Meals appropriations by \$50.00
On a motion by Commissioner Davis, seconded by Commissioner Nelson, the consent items were approved. Commissioner Chavez was excused.
4. Action Items:
 - A. Data Collection System Agreement: Corporation for Standards and Outcomes
On a motion by Commissioner Bianco, seconded by Commissioner Nelson, the agreement with Corporation for Standards and Outcomes for the OCERS data collection system was found to be consistent with the *First 5 Tulare County Strategic Plan July 2009 through June 2012*; and authorized the Executive Director to sign the agreement for the period July 1, 2011, through September 30, 2011, in an amount not to exceed \$21,360.00 to support data migration to a new system. Commissioner Chavez was excused.
 - B. Data Collection System Agreement: Mosaic Network, Inc.
On a motion by Commissioner Bargeon, seconded by Commissioner Nelson, the agreement with Mosaic Network, Inc. for the GEMS data collection and reporting system was found to be consistent with the *First 5 Tulare County Strategic Plan July 2009 through June 2012*; and authorized the Executive Director to sign the agreement for the period August 1, 2011, through August 31, 2014, in an amount not to exceed \$216,188.00. Commissioner Chavez was excused.
 - C. 2011-2012 Communications Plan
The Commission reviewed the Communications Plan's activity and amounts:

General Printing and Publishing	\$4,500.00
Media, Marketing, & Outreach	\$16,640.00
Total	\$21,140.00

On a motion by Commissioner Bianco, seconded by Commissioner Davis, the 2011-

2012 Communications Plan was approved. Commissioner Chavez was excused.

D. Financial Report

Aaron Cooper presented the report for the period ending April 30, 2011, and on a motion by Commissioner Nelson, seconded by Commissioner Duerksen, the report was accepted. Commissioner Chavez was excused.

E. 2011-2012 Budget

Aaron Cooper presented the proposed budget, that includes (1) a three percent cost-of-living adjustment to staff salaries effective the first full pay period of October 2011; (2) deletes the part-time position of School Readiness Coordinator effective June 30, 2011; and (3) deletes the part-time position of Program Assistant BL effective July 31, 2011. Chair Cox reported the proposed budget was reviewed at length by the Technical Advisory Committee/Finance Committee at their meeting on June 9, 2011.

On a motion by Commissioner Bargeon, seconded by Commissioner Bianco, the Commission adopted the budget for fiscal year 2011-2012. Commissioner Chavez was excused.

5. Reports

A. Children's Health Initiative and OCERS: Written report

B. Evaluation Program: Written report

C. Executive Director

Janet Hogan reported on Special Project Grants:

College of the Sequoias: Outdoor Play Equipment \$18,341.00

The child development center has closed. Therefore, the grant will be withdrawn.

Tulare County Office of Education Child Care: not to exceed \$13,000.00

D. Reports from Commissioners: None

6. Future Agenda – August 25, 2011

2011-2012 Capital and Planning Project Funding

4. F. Resolution of Appreciation

Chair Cox read the resolution recognizing Jim Moore, School Readiness Coordinator, and on a motion by Commissioner Bianco, seconded by Commissioner Davis, the Commission adopted a Resolution of Appreciation acknowledging Jim Moore's service to First 5 Tulare County. Commissioner Chavez was excused.

Chair Cox presented the resolution to Mr. Moore. The Commission, First 5 Staff, and several program representatives congratulated Mr. Moore on his second retirement and expressed their appreciation.

7. Adjourn: Chair Cox adjourned the meeting at 10:40 a.m.