



Commission Meeting Minutes
November 18, 2010

Commissioners Present: Chair-Elect Christine A. Nelson, M.D., John Davis, Ray Chavez, Steve Bargeon, Maureen Bianco, and Cheryl Duerksen, Ph.D. **Excused:** Chair Phil Cox
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-Elect Nelson called the meeting to order at 10:00 a.m.
2. Public Comment: None
3. Consent Items:
 - A. October 14, 2010, Meeting Minutes
 - B. "0 to 5 in 30 Minutes!" Agreement Modification

The Technical Advisory Committee (TAC) reviewed the request for contract term change to beginning September 1, 2010, and ending January 31, 2012, to accommodate activities and payments. TAC approved the date change with the full Commission to ratify at the next regular meeting.

On a motion by Commissioner Davis, seconded by Commissioner Chavez, the consent items were approved. Commissioner Cox was excused.

4. Action Items:
 - A. Tulare Community Health Clinic 2011 Capital Grant

Janet Hogan reported funds would be used to supplement the clinic's electronic medical records conversion. Computers will be purchased for exam rooms in the Women's Center and Pediatric Clinic and provider licenses for two additional obstetricians. The recommended funding is \$73,232.

On a motion by Commissioner Bargeon, seconded by Commissioner Bianco, the Commission found the project is consistent with the *First 5 Tulare County Strategic Plan July 2009 through June 2012*; and tentatively awarded and authorized the Executive Director to negotiate and sign an agreement with the Tulare Community Health Clinic for an Electronic Medical Records Project for the period January 1, 2011, through December 31, 2011, in an amount not to exceed \$73,232. Commissioner Cox was excused.

- B. Tulare County Child Abuse Prevention Council 2011 Planning Grant

Janet Hogan reported the Tulare County Child Abuse Prevention Council planning project will develop a multi-year strategic plan and funding applications. The recommended funding of \$15,000 will cover staff costs, services and supplies, facilitation services, and travel expenses.

On a motion by Commissioner Chavez, seconded by Commissioner Bianco, the

Commission found the project is consistent with the *First 5 Tulare County Strategic Plan July 2009 through June 2012*; and tentatively awarded and authorized the Executive Director to negotiate and sign an agreement with the Tulare County Child Abuse Prevention Council for the Strategic Plan and Resource Development Project for the period January 1, 2011, through December 31, 2011, in an amount not to exceed \$15,000. Commissioner Cox was excused and Commissioners Davis and Duerksen abstained due to a conflict of interest.

C. Kaweah Delta Hospital Foundation Projects

Janet Hogan reported there are three capital projects recommended for funding:

1. Neonatal Retcam System equipment is used to test infants in the Neonatal Intensive Care Unit for Retinopathy of Prematurity
2. Pediatric Draeger Gamma XL Monitors (2): equipment is used for cardio-respiratory monitoring of pediatric hospital patients
3. Infant Bili Systems (5): meters are used to obtain bilirubin levels on infants to screen for jaundice by the hospital and nurse home visitors

On a motion by Commissioner Davis, seconded by Commissioner Bargeon, the Commission found the projects are consistent with the *First 5 Tulare County Strategic Plan July 2009 through June 2012*; and tentatively awarded and authorized the Executive Director to negotiate and sign agreements with Kaweah Delta Hospital Foundation for the period January 1, 2011, through December 31, 2011, for the following projects:

1. Neonatal Retcam System in an amount not to exceed \$98,749
2. Pediatric Draeger Gamma XL Monitors in an amount not to exceed \$14,934
3. Infant Bili Systems in an amount not to exceed \$24,576

Commissioner Nelson abstained due to a conflict of interest and Commissioner Cox was excused.

D. Central California Children's Agenda

Janet Hogan reported on the goals and outcomes of the Agenda and on a motion by Commissioner Davis, seconded by Commissioner Chavez, the Agenda was endorsed and staff directed to submit the endorsement to the Central California Children's Institute. Commissioner Cox was excused.

E. First 5 California Comprehensive Approaches to Raising Educational Standards – CARES Plus Program

Janet Hogan gave an overview of the program and on a motion by Commissioner Bianco, seconded by Commissioner Davis, the Commission agreed to participate in the CARES Plus program as a member of a county consortium but not as lead agency and authorized the Executive Director to submit the letter of intent to First 5 California. Commissioner Cox was excused and Commissioner Chavez abstained due to a conflict of interest.

F. Financial Report

Aaron Cooper presented the balance sheet and income statements for the period ending September 30, 2010.

On a motion by Commissioner Chavez, seconded by Commissioner Bargeon, the financial report was accepted. Commissioner Cox was excused.

G. Investment Report

Aaron Cooper presented the quarterly investment report for the period ending September 30, 2010.

On a motion by Commissioner Bianco, seconded by Commissioner Bargeon, the investment report was accepted. Commissioner Cox was excused.

H. First 5 Tulare County Commission Meeting Calendar

On a motion by Commissioner Duerksen, seconded by Commissioner Chavez, the meeting calendar for 2011 was adopted. Commissioner Cox was excused.

I. Office Space Lease Agreement

Janet Hogan reported that a contract was negotiated with TDS Investments, LLC. The terms are \$1.04 per square foot for three years with no Consumer Price Index increases.

On a motion by Commissioner Bargeon, seconded by Commissioner Bianco, the Commission found the lease agreement is consistent with the *First 5 Tulare County Strategic Plan July 2009 through June 2012*; and approved and authorized the Executive Director to sign a lease agreement with TDS Investments, LLC in an amount not to exceed \$140,000 for a period no longer than December 1, 2010, through November 30, 2013. Commissioner Cox was excused.

5. Reports

A. Program Presentation: Family HealthCare Network Kinder Care Project

Henry Cisneros, DDS, representing Family HealthCare Network, gave an over view of the Kinder Care Project. This project developed oral health education presentations, and screening and assessment schedules with schools and Head Start programs, which included fluoride varnish applications.

B. CHI Report

Sterling Bishop reported the Healthy Kids Insurance program ended October 31, 2010 and that he and School Readiness Coordinator Jim Moore are working with the School Readiness programs on data collection.

C. Evaluation Report

Michele Morrow reported the Local 2009-2010 Annual Report will be presented at the

January 2011 commission meeting. The first data submission for 2010-2011 is being reviewed.

D. Executive Director Report

Janet Hogan reported a \$1,252 Special Project Grant was awarded to the Tulare County Office of Education to support the November 5th session for early care and education providers related to inclusion.

E. Commission Retreat

Janet Hogan reported that she will be able to contact the requested speaker after January 2011.

F. Reports from Commissioners

Commissioner Bianco reported that today is the "Great American Smoke Out Day."

Commissioner Chavez reported Stage 3 Child Care program will continue through December 31, 2010.

6. Future Agenda: Next meeting is January 27, 2011

Request for Proposals for 2011-2012 One-Time Projects

7. Adjourn: Chair-Elect Nelson adjourned the meeting at 10:50 a.m.