



Commission Meeting Minutes  
November 19, 2009

**Commissioners Present:** Chair John Davis, Chair-Elect Phil Cox , Steve Bargeon, Ray Bullick, Christine A. Nelson, M.D. , Maureen Bianco, and Ray Chavez

**Staff Present:** Executive Director Janet Hogan, Finance Manager Aaron Cooper, Executive Assistant Rose Froyd, Program Officers Michele Morrow and Sterling Bishop, and Project & Outreach Coordinator Lucy Rouse

1. Welcome and Call to Order: Chair Davis called the meeting to order at 10:00 a.m.

2. Public Comment: None

3. Consent Items:

A. Approval of October 8, 2009, Meeting Minutes

On a motion by Commissioner Nelson, seconded by Commissioner Chavez, the Commission approved the minutes.

4. Action Items:

A. 2010 Meeting Calendar

The Commission reviewed the suggested meeting dates and on a motion by Commissioner Bullick, seconded by Commissioner Bianco, approved the 2010 Meeting Calendar.

B. 2010 Mini Grant Program

Janet Hogan presented the proposed Mini Grant Program:

- \$1,500 Grants to 20 Licensed Home-Based Childcare Providers with less than five children ages 0-5 (\$30,000 total)
- \$3,500 Grants to 20 Licensed Home-Based Childcare providers with more than five children ages 0-5 (\$70,000 total)
- \$5,000 Grants to 20 Center-Based Childcare providers licensed for 14 or more children ages 0-5 (\$100,000 total)
- Application process is open to all former recipients
- Lakeshore Learning Materials as the program vendor

The proposed program was reviewed and on a motion by Commissioner Cox, seconded by Commissioner Nelson, the Commission (1) found that the program is consistent with the *First 5 Tulare County July 2009 through June 2012 Strategic Plan*; (2) approved the Mini Grant Program, and (3) authorized payment to Lakeshore Learning Materials as the program vendor in a total not to exceed \$200,000.

C. ImagineU Children's Museum

Janet Hogan reviewed the history of the 2006-2007 capital project grant for \$121,606 awarded to ImagineU Children's Museum.

The Commission discussed rescinding the grant. Commissioner Bullick inquired if this would interfere with the museum's fund raising efforts. Sharon Sheltzer, representing the museum, replied that it was a previous concern and that their board agrees that rescinding the grant makes sense at this time. Commissioner Cox recommended addition of \$121,606 to the amount reserved for the next round of grants.

On a motion by Commissioner Nelson, seconded by Commissioner Bullick, the Commission (1) rescinded the May 2006 approval of the capital project grant to the ImagineU Children's Museum, (2) directed staff to issue a letter of support to the museum, and (3) directed staff to add \$121,606 to the 2010-2011 one-time projects grant program.

D. First 5 Tulare County Office Space

Janet Hogan provided information on constructing an office building and presented a preliminary estimate. The Commission discussed the need for more information and the 30-year commitment. Sharon Sheltzer, who was involved in the planning of the Community Campus, commented that transfer or selling in addition to lower fees is a possibility.

On a motion by Commissioner Nelson, seconded by Commissioner Chavez, this item was tabled to the next meeting, which is the Commission Retreat on December 3, 2009.

E. Financial Report

Aaron Cooper reviewed the report ending September 30, 2009.

*Commissioner Nelson was excused from 10:24 to 10:26 a.m.*

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

F. Investment Report

Aaron Cooper presented the Quarterly Investment Report for the period ending June 30, 2009.

On a motion by Commissioner Bargeon, seconded by Commissioner Nelson, the report was accepted.

5. Reports

A. Tulare County Family Resource Center Network

*During the presentation, Commissioner Bullick was excused from 10:32 to 10:34 a.m.*

*and Chair Davis was excused from 10:58 to 11:00 a.m.*

Janie Elson from Lindsay, Irma Rangel from Woodlake, Cyndee Garcia from Cutler-Orosi, Erma Montion from Goshen, Raquel Gomez from Earlimart, and Mike Gibson from Visalia represented their Family Resource Centers. Janie Elson reported on the history of resource centers and Irma Rangel reported on the establishment of a Family Resource Center Network. Each representative reported on current services provided at their center. A packet containing information for each resource center was distributed.

Chair Davis thanked the representatives for the information provided.

B. 2008-2009 Kit for New Parents Distribution Report

*Commissioner Cox excused himself from the meeting at 11:23 a.m.*

Lucy Rouse reviewed the distribution report and contents of the Kit.

C. CHI Report

Sterling Bishop reported the Delta Dental contract has been received, staff is working with VSP for the February contract, staff met with HSA regarding the 6-18 sunset plan, and the Center for Community Health Studies Covering California's Kids evaluation was distributed.

D. Evaluation Report

Michele Morrow reported that core data was forwarded to the evaluation consultant and staff is working on the local evaluation report.

E. Executive Director

Janet Hogan's written report was distributed and she reported a \$1,200 Special Project Grant award to Tulare Community Health Clinic to purchase car seats and booster seats for a transport van to expand health services to migrant families.

F. Reports from Commissioners: None

6. Future Agendas – Next Meetings:

A. Commission Retreat, December 3, 2009, 8:30 a.m. to noon, Visalia Friends Meeting House, 17208 Avenue 296

B. Regular Meeting: January 28, 2010, 10 a.m.

I. Approve release of an RFP for 2010-2011 one-time projects

II. Investment report for the period ending September 30, 2009

7. Adjourn: Chair Davis adjourned the meeting at 11:28 a.m.