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## Meeting Minutes

February 7, 2023

3:00 PM

Kings County Department of Public Health

330 Campus Drive Hanford, CA 93230

Health Annex, Room 505

**Call to Order & Welcome** Meeting called to order at 3:00pm.

**Commissioners Roll Call** Quorum met.

Commissioner	Present	Absent	Joined Meeting After Roll Call
Joe Neves	X		
Dr. Milton Teske	X		
Wendy Osikafo			X
Todd Barlow	X		
Dr. Lisa Lewis	X		

**Review and Modification to Agenda** None noted.

### **Opportunity for Public Comment**

This portion of the meeting is reserved for persons to address the Commission on any matter not on this agenda but under the jurisdiction of the Commission. Commissioners may respond to statements made or questions posed. They may ask a question for clarification; make a referral to staff for factual information or request staff to report back to the Commission at a later meeting. Also, the Commission may take action to direct staff to place a matter of business on a future agenda.

**Speakers are limited to two minutes. Please state your name before making your presentation.**

No public comments.

### **Consent Calendar**

All items listed under the consent calendar are considered to be routine and will be enacted by one motion if no member of the Commission or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the Commission concerning the item before action is taken.

P. 003 **2023-02-120 Approval of Minutes: December 6, 2022 Commission Meeting**  
P. 008 **December 2022 Fiscal Report**

No discussion ensued.

<b>2023-02-120 Consent Calendar</b>				
Motion Made by:	Barlow			
2 <sup>nd</sup> Motion by:	Lewis			
Motion (Pass/Fail)	PASS			
<b>Commissioner</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Joe Neves	X			
Dr. Milton Teske	X			
Wendy Osikafo				X
Todd Barlow	X			
Dr. Lisa Lewis	X			

**Action Items**

- P. 011 **2023-02-121 Fiscal Subcommittee Recommendation:** Commission to review, discuss and consider approving the Fiscal Subcommittee’s recommendation, and directing staff to incorporate the recommendation into the next 5-year Fiscal Plan.

Program Officer Clarissa Ravelo introduced the item, advising the Commission about the Fiscal Subcommittee meeting, and the scenarios suggested (Scenario 1: No reduction to current funded programs; Scenario 2: 2% reduction to current funded programs; Scenario 3: 4% reduction to current funded programs and Scenario 4: 21-31% reduction to current funded programs so that no Trust Fund Balance is used). Ms. Ravelo also indicated that the Subcommittee members (Commissioner Lewis & Osikafo) could not suggest any alternatives, as the funded programs were performing as expected, and that a uniform cut across the board would be the fairest way, if the Commission decided to make any budget cuts.

Commissioner Lewis reiterated that all the funded programs have presented to the Commission, and there are no concerns about performance. Commissioner Lewis indicated that she was leaning towards not cutting any funding at this time, and to just monitor the fund balance and revisit when needed. The rest of the Commissioners expressed the same thoughts regarding maintaining the current funding levels, and to just monitor the fund balance.

<b>2023-02-121 Fiscal Subcommittee Recommendation</b>				
Motion Made by:	Lewis – to adopt Scenario 1 (no cuts)			
2 <sup>nd</sup> Motion by:	Barlow			
Motion (Pass/Fail)	PASS			
<b>Commissioner</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Joe Neves	X			
Dr. Milton Teske	X			
Wendy Osikafo	X			
Todd Barlow	X			
Dr. Lisa Lewis	X			

- P. 017 **2023-02-122 Regional Technical Assistance for Home Visiting Coordination and Integration RFA:** Commission to review, discuss and consider authorizing staff to collaborate on the RFA, including but not limited to completing the Partner Certification Form and naming the Executive Director as an authorized signatory to the RFA.

Program Officer Ravelo introduced the item and described the RFA as being related to a prior grant that the County received to identify existing home visiting programs, and initiate coordination. Ms. Ravelo related that First 5 Kings would be a partner county, with either Merced, Kern or Fresno taking the lead on the grant application. The Commission was advised that the regional workgroup will be co-creating the work plan and budget. There may be a small amount of revenue to cover staff involvement in the project. Ms. Ravelo requested that the Commission authorize staff to continue participating in the application process & designate the Executive Director as the authorized signatory for the application. No additional discussion ensued.

<b>2023-02-122 Regional Technical Assistance for Home Visiting Coordination and Integration RFA</b>				
Motion Made by:	Barlow			
2 <sup>nd</sup> Motion by:	Lewis			
Motion (Pass/Fail)	PASS			
<b>Commissioner</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Joe Neves	X			
Dr. Milton Teske	X			
Wendy Osikafo	X			
Todd Barlow	X			
Dr. Lisa Lewis	X			

**Informational Agenda Items**

- P. 065 **Securing Additional Funding to Support Identified Initiatives:** Commission to review and discuss additional methods to obtain additional revenue to continue to support the Commission’s vision and mission.

Program Officer Ravelo introduced the item, advising the Commission that current Commission policies do not address incoming revenue. Ms. Ravelo related that the agenda packet includes samples from other county Commissions. She also requested discussion from the Commission about their thoughts regarding potential parameters to create policy to address this issue.

Commissioner Osikafo stated that she just wants to make sure that a Cost Benefits Analysis is completed, so that we are investing time and effort in something that would bring in more revenue, not cost more to run. Commissioner Osikafo also reminded staff that sometimes reporting requirements may be overwhelming so to take that into consideration as well.

Many Commissioners liked Sonoma County’s tiered system based on amount and level of approval needed.

An inquiry about whether this may be mentioned in the Commission by-laws was posed, although Commissioner Neves believes that it is more general and probably doesn't provide details related to contracting and procurement. Commission staff to research the bylaws.

Discussion ensued further to differentiate between sponsorships and grants. Commissioners suggested staff to continue reviewing other County Commission's policies and bring back a draft policy for future review and consideration.

P. 078 **2<sup>nd</sup> Quarter Grantee Achievement Report:** Commission to review and discuss the progress of funded projects for FY 22/23.

Program Officer Ravelo provided an update on the 2<sup>nd</sup> quarter progress reports. Some grantees have submitted a SOW and/or Budget Modification, but no additional funding requests. Staff relayed that KCFRC has had some difficulty hiring a home visitor, so they will be returning to classroom-style activities to meet their revised SOW.

No other discussion ensued.

P. 081 **Spotlight on Service:** Staff from Kings United Way will present an overview of the funded project, Referral Exchange System.

United Way's Executive Director, Nanette Villareal, provided a powerpoint presentation on the Unite Us program, providing two examples of how the platform can be used. Ms. Villareal went on to describe the safety features of the platform, and other characteristics to secure confidentiality. She also requested that the Commission consider requiring grantees to at least consider joining Unite Us.

The Commissioners had several questions following the presentation, which Ms. Villareal answered including:

- The information belongs to the entity who enters the information
- There are 35 organizations on the platform right now
- It is a web-based platform, and one must have good internet connection

The Commission was reminded that demos are available monthly, and there is a dedicated staff member to help with onboarding.

P. 089 **Staff Report:** December 2022 – January 2023

Program Officer Ravelo summarized Commission staff activities since the last Commission meeting as listed on page 90 of the agenda packet, highlighting budget preparation for the upcoming fiscal year, regional and statewide meetings regarding revenue projections and the regional Home Visiting Coordination RFA, and the First 5 Association Summit.

### **Future Agenda Items**

April 4, 2023

- Minutes from February 7, 2023 Commission Meeting
- February 2023 Fiscal Report

- FY 21-22 Annual Audit Report
- FY 21-22 Annual Report
- FY 21-22 Evaluation Report
- Establish Nomination Committee for FY 23/24 Chair Elect
- Spotlight on Service: Recreation Association of Corcoran – Corcoran Family Resource Center
- Staff Report: February-March 2023

### **Commissioner Comments**

Commissioner Barlow shared information about the Academic Decathlon. Commissioner Lewis stated that the Kind Center is fully operational and announced that Christine Lupkes is their newest Deputy Director. Commissioner Osikafo indicated that she will not be in attendance at the April meeting; however wanted to advise that Medi-cal Redeterminations will be reinstated, and that CalFresh grants will go back to the normal rates. Chairperson Neves asked if anyone else from the audience had any announcements. Rebecca Villa, KCOE ECE Director state that they will be hosting a Universal Pre-Kindergarten Conference, and invitation will be going out.

### **Review Next Meeting Date & Adjournment**

- April 4, 2023 at 3:00 PM

The meeting was adjourned at 4:34pm.

### **Public Comment is Taken on Each Agenda Item**

**Please note that the order in which the agenda items are considered may be subject to change.**

*Agenda backup information and any public records provided to the Commission after the posting of the agenda for this meeting will be available for public review at the First 5 office: 330 Campus Drive, Hanford, CA 93230. Upon a timely request, reasonable efforts will be made to provide such information or records in alternative formats.*