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Meeting Minutes

December 6, 2022

3:00 PM

Kings County Department of Public Health
330 Campus Drive Hanford, CA 93230

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

Commissioners Roll Call

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		

Quorum established.

Review and Modification to Agenda

Staff indicated that the Information Item 'May 2022 Revise Proposition 10 Revenue Projections' should be heard first, to provide background to Action Item 2022-12-119.

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.

Debbie Gibson mentioned that one of their long-term teachers had passed away. Condolences were expressed by the group.

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 **2022-12-118 Approval of Minutes: August 2, 2022 Commission Meeting**

P. 007 **Final FY 21/22 Fiscal Report**

P. 009 **October 2022 Fiscal Report**

No discussion ensued.

2022-12-118 Consent Calendar				
Motion Made by:	Neves			
2 nd Motion by:	Teske			
Motion (Pass/Fail)	PASS			
Commissioner	Aye	Nay	Abstain	Absent
Joe Neves	X			
Dr. Milton Teske	X			
Wendy Osikafo				X
Todd Barlow	X			
Dr. Lisa Lewis				X

Informational Agenda Item (out of order)

P. 014 **May 2022 Revise Proposition 10 Revenue Projections:** Commission to review and discuss the Commission’s financial landscape.

Program Officer Clarissa Ravelo introduced the item, relaying the difference between previous and recent revenue projections from First 5 California. Ms. Ravelo stated that there are some cost savings in the current fiscal year due to the vacant Resource Specialist position and the untouched funding budgeted for the Avenal FRC. No other discussion ensued.

Action Items

P. 012 **2022-12-119 Establish a Fiscal Subcommittee:** The Chair will create a Fiscal subcommittee that will be charged with formulating recommendations for future funding decisions.

Program Officer Clarissa Ravelo introduced the item, and based on the information provided regarding the new revenue projections, requested that the Commission consider establishing a Fiscal Subcommittee who will formulate a proposal for the Commission’s review and consideration at a future Commission meeting. The Commissioners present recommended Commissioner Osikafo & Lewis to make up the Fiscal Subcommittee. No other discussion ensued.

2022-12-119 Establish a Fiscal Subcommittee				
Motion Made by:	Neves			
2 nd Motion by:	Teske			
Motion (Pass/Fail)	PASS			
Commissioner	Aye	Nay	Abstain	Absent
Joe Neves	X			
Dr. Milton Teske	X			
Wendy Osikafo				X
Todd Barlow	X			
Dr. Lisa Lewis				X

Informational Agenda Items

- P. 021 **1st Quarter Grantee Achievement Report:** Commission to review and discuss the progress of funded projects for FY 22/23.

Program Officer Ravelo provided a summary of the 1st Quarter Grantee Achievement report. All program expenditures are within expected ranges, and are making adequate progress on their Scope of Work. No other discussion ensued.

- P. 024 **Spotlight on Service:** Staff from Kings County Office of Education will present an overview of the funded projects, CARES and the Hanford and Lemoore Family Connection centers.

Rebecca Villa, Program Director for the CARES and Family Connection Centers provided a powerpoint presentation to the group. The presentation also included video recordings from program participants (families and providers). No other discussion ensued.

- P. 043 **Staff Report:** August-November 2022

Program Officer Ravelo provided a summary of staff activities since the last Commission meeting in August 2022. Ms. Ravelo indicated that all documentation has been submitted to the External Auditors for the Annual Audit; however, County Finance would not be able to provide the information until January 2023. An extension to submit the Audit and Annual Report was submitted and granted by First 5 California and the State Controller’s Office. Ms. Ravelo also shared that the Home Visitation program she oversees on behalf of the Health Department was recognized as the organization with the Greatest Contribution to Parent Support, at the recent Kings Partnership for Prevention Annual Prevention Awards.

Future Agenda Items

February 7, 2023

- Minutes from December 6, 2022 Commission Meeting
- December 2022 Fiscal Report
- FY 21-22 Annual Audit Report
- FY 21-22 Annual Report
- FY 21-22 Evaluation Report
- Establish Nomination Committee for FY 22/23 Chair Elect
- 2nd Quarter Grantee Achievement Report
- Spotlight on Service: Kings United Way – Referral Exchange System (Unite Us)
- Staff Report: December 2022 – January 2023

Commissioner Comments

No additional comments were made.

Review Next Meeting Date & Adjournment

- February 7, 2023 at 3:00 PM

The meeting was adjourned at 3:38pm.

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.*