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Meeting Minutes

December 3, 2019

3:00 PM

Kings County Board of Supervisors Chambers,
Kings County Government Center
1400 West Lacey Blvd.
Hanford, CA 93230

Call to Order & Welcome

Commissioner Dr. Milton Teske called the meeting to order @ 3:04 pm.

Commissioners Roll Call

Commissioner	Present	Absent	Joined Meeting After Roll Call
Joe Neves	X		
Dr. Milton Teske	X		
Sanja Bugay	X		
Dr. Lisa Lewis	X		

Review and Modification to Agenda

No modifications were made to the agenda.

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 comment was made.

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.

**2019-12-046 Approval of Minutes: October 8, 2019 Commission Meeting
 FY 19/20 October Fiscal Report
 FY 19/20 Prop 10 County Revenue Estimates**

Motion Made by:	Commissioner Joe Neves		
2 nd Motion by:	Commissioner Dr. Lisa Lewis		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Joe Neves	X		
Dr. Milton Teske	X		
Sanja Bugay	X		
Dr. Lisa Lewis	X		

Action Items

2019-12-047 Commission Meeting Schedule for FY 2019/2020: Commission to review, discuss and consider approving revisions to the FY 19/20 schedule.

Motion Made by:	Commissioner Sanja Bugay		
2 nd Motion by:	Commissioner Dr. Lisa Lewis		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Joe Neves	X		
Dr. Milton Teske	X		
Sanja Bugay	X		
Dr. Lisa Lewis	X		

Program Officer Clarissa Ravelo requested to change the Commissioner Meeting for February 4, 2020 to February 11, 2020. Program Officer Clarissa Ravelo requested to hold a special meeting to approve the final audit and final annual report to First 5 California. The final audit has not been received as there were some delays. An extension has been made by First 5 California for submission of both reports till January 30, 2020. Program Officer Clarissa asked to hold a special meeting in January. Commissioner Joe Neves asked Program Officer Clarissa Ravelo what day in January would the special meeting be held. Program Officer Clarissa Ravelo stated no date has been set and was wanting to see which day in January worked best for the Commissioners. Commissioner Dr. Milton Teske stated he was unable to commit to a date in January, as he does not have his final January schedule. A motion was made to change the February commission meeting date to February 11, 2010, and the special meeting for January 2020 to be determined. County Counsel Diane Freeman stated for the commission not to have conversation of topics that don't meet jurisdiction, and special meeting can be held and the day can be picked at a later date and does not need to be voted on immediately.

2019-12-048 New Commissioner Recommendation: Commission to review, discuss and consider recommending a new commissioner to the Kings County Board of Supervisors.

Motion Made by:	Commissioner Sanja Bugay		
2 nd Motion by:	Commissioner Dr. Lisa Lewis		
Motion (Pass/Fail)	Pass		

Commissioner	Aye	Nay	Abstain
Joe Neves	X		
Dr. Milton Teske	X		
Sanja Bugay	X		
Dr. Lisa Lewis	X		

Commissioner Dr. Milton Teske stated two applications have been received one from Sarbjit Singh and Todd Barlow to recommend to the Board to select as the Community Member at Large for the Commission. Commissioner Sanja Bugay recommended Todd Barlow. Commissioner Dr. Lisa Lewis recommended Todd Barlow. Commissioner Joe Neves recommended Todd Barlow.

2019-12-049 Amendment II to Partnership Agreement Region 5 IMPACT Hub:

Commission to review, discuss and authorize the Chair-Elect or the Executive Director to sign the Amendment.

Motion Made by:	Commissioner Sanja Bugay		
2 nd Motion by:	Commissioner Dr. Lisa Lewis		
Motion (Pass/Fail)	Pass		
Commissioner	Aye	Nay	Abstain
Joe Neves	X		
Dr. Milton Teske	X		
Sanja Bugay	X		
Dr. Lisa Lewis	X		

Program Officer Clarissa Ravelo stated First 5 is a member of the IMPACT Hub Agreement. Kings County Office of Education has asked to be a member of and the Lead Agency is asking for the Commission to sign the agreement; either by the Chair-elect or the Executive Director. Commissioner Dr. Milton Teske asked for the Executive Director to sign the agreement.

Informational Agenda Items

Strategic Planning: Commission to review and discuss the Strategic Planning process and timeline.

Program Officer Clarissa Ravelo stated the special meeting for the strategic planning was not held due to lack of quorum. Program Officer Clarissa Ravelo wanted to bring it to the commission's attention, First 5 and the commission are running short on time to make a decision on the strategic planning, and to advise the commission where we're at and to proceed with the different items on the timeline. Commissioner Sanja Bugay asked Program Officer Clarissa Ravelo other than the focus groups, are there any other items that need to protract that timeline. Program Officer Clarissa Ravelo answered after the input is received from the community, it would be a presentation to the commission about what the outcome of the surveys were, but the commission needs to verify priorities in order to start planning for the RFA's to be published.

1st Quarter Grantee Achievement Report: Commission to review and discuss the progress of funded projects for FY 19/20.

Program Officer Clarissa Ravelo stated we're on schedule and the grantees have submitted their reports; and we're on target.

Spotlight on Service: Staff from Kings Community Action Organization will present an overview of the funded project Kettleman City Family Resource Center.

Staff from Kettleman FRC presented an overview on their program. Commissioner Dr. Milton Teske asked April Hatfield how the children were selected for the home visitation program. April answered, when the program started; the FRC went out to outreach events to get the children to become part of the program, and then it went to word of mouth. Kettleman FRC then brought in incentives to get the families to come into the program; the incentive is ‘baby bucks’ to where the families can use their baby bucks at the incentive closet, and there is currently a waitlist for the home visitation program. Commissioner Sanja Bugay asked April if the hours and the days are sufficient for all the programs ran at the Kettleman FRC. April answered it would be more sufficient for the families if the FRC was open more than 3 days a week but because of their budget; the FRC can only be ran 3 days a week for now.

Staff Report: October 2019 & November 2019

Program Officer Clarissa Ravelo provided the staff report in the agenda packet. Heather Silva was hired to be the Program Specialist for the Oral Health Program. Linkages to Learning - Vanessa is working with her school sites and prepping for the backpack program.

Future Agenda Items

Special Meeting – January 2020

- 18-19 Audit Report
- 18-19 Annual Report

Regular Meeting - February 11, 2020

- Minutes from December 3, 2019 Commission Meeting
- FY 19/20 December 2019 Fiscal Report
- Strategic Planning Process for 2020-2025
- 2nd Quarter Grantee Achievement Report
- Spotlight on Service: Kings County Office of Education – Kings County CARES About Quality (KCCAQ)

Commissioner Comments

Commissioner Sanja Bugay asked; if Program Officer Clarissa Ravelo will continue with the other activities to meet the strategic timeline. Program Officer Clarissa Ravelo answered yes.

Review Next Meeting Date & Adjournment

- February 11, 2020 at 3:00 PM
- Commissioner Dr. Milton Teske adjourned the meeting @ 3:52 pm.

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.