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## Meeting Minutes

August 4, 2020

3:00 PM

Hanford Family Connection

315 W. Lacey Blvd.

Hanford, CA 93230

### **KINGS COUNTY CHILDREN & FAMILIES COMMISSION (FIRST 5 COMMISSION) PUBLIC MEETING PROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19**

California Governor Gavin Newsom issued Executive Orders N-25-20 and N-29-20 on March 12, 2020 and March 17, 2020, respectively, relating to the convening of public agency meetings in light of the COVID-19 pandemic. The First 5 Commission hereby provides notice that it will convene its regularly scheduled public meetings of the First 5 Commission by teleconference going forward, and will close Hanford Family Connection to the public generally, except as described below, until further notice.

Pursuant to the Executive Orders, and to maintain the orderly conduct of the meeting, the First 5 Commission will allow the First 5 Commissioners, Commission staff and interested members of the public to attend the meeting telephonically or by the Internet, and to participate in the meeting to the same extent as if they were present at the Hanford Family Connection. Members of the public who choose to attend the meeting virtually, using certain digital or landline phones, may listen to the audio broadcast of the meeting, but will not be able to comment during the meeting. **Only those members of the public who cannot participate virtually, due to a need for a special accommodation (vision, hearing, etc.), may attend the meeting in person at Hanford Family Connection, where efforts will be made to allow adequate social distancing and to ensure that exposed surfaces are sanitized. No more than 10 individuals will be allowed to attend in person at the Hanford Family Connection, at any given time during the meeting. To secure the accommodation consistent with the American's with Disabilities Act and to attend in person, interested parties will need to contact Commission Staff as directed below no later than 48 business hours prior to the start of the meeting.**

Members of the public who wish to participate in the meeting virtually can do so one of three ways: Via the worldwide web; by telephone; or by postal or electronic mail. Members of the public who participate via their computers or through the WebEx app, may provide public comment at the meeting by using the "Raise Your Hand" function. Public comment will be limited to two (2) minutes during the "Unscheduled Appearances" section of the meeting. Public comment will not be available via phone. All others who wish to submit comments may only do so as outlined below.

- **Web Access:** To access the meeting via computer, please go to <https://clarissaravelo.my.webex.com/clarissaravelo.my/j.php?MTID=m2813526f9baed4d76cc529ddd452ae1d>. You may also participate from your smart phone by downloading the **WebEx Meetings app** to your smartphone. After opening the app, click

on **Join Meeting**, and then enter the meeting information. The **meeting number is 126 826 1397** and the **password is 3qsJgPXiz36**.

- If you have trouble logging in through the Internet, you may join the meeting via telephone by calling **(415) 655-0001**, then enter the **access code of 37754797**.
- For members of the public who wish to participate, but are unable to do so virtually, you may submit written comments on any matter within the Commission's subject matter jurisdiction, regardless of whether it is on the agenda for Commission consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the First 5 Program Officer no later than 9:00 a.m. on the morning of the noticed meeting. To submit written comments by email, please forward them to [Clarissa.Ravelo@co.kings.ca.us](mailto:Clarissa.Ravelo@co.kings.ca.us). To submit such comments by U.S. Mail, please forward them to:

Program Officer, First 5 Commission, 330 Campus Dr. Hanford, CA 93230

### **Call to Order & Welcome**

Commissioner Lewis called the meeting to order at 3:01pm

### **Commissioners Roll Call**

Commissioner	Present	Absent	Joined Meeting After Roll Call
Joe Neves	x		
Dr. Milton Teske	x		
Sanja Bugay	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 Comment occurred.

### **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. 004 2020-08-072 Approval of Minutes: June 2, 2020 Commission Meeting**

**P. 015 June 2020 Fiscal Report**

No discussion on this item occurred.

Motion Made by:	Commissioner Neves			
2 <sup>nd</sup> Motion by:	Commissioner Bugay			
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			
Sanja Bugay	X			
Todd Barlow	X			
Dr. Lisa Lewis	X			

**Action Items**

**P. 018 2020-08-073 Resolution from Kings County Board of Supervisors related to First 5**

**Commission Authority:** Commission to discuss and approve pursuit of a Board of Supervisors Resolution in regard to the Commission’s authority.

Ms. Ravelo presented the item, as a follow-up to the discussion at the June 2020 Commission meeting, regarding the Commission’s authority. Ms. Ravelo presented a draft Resolution for the Commission’s review.

Commissioner Neves stated that he had concerns about the Resolution presented, and believes that the Commission needs legal counsel who will represent the Commission and not the Board of Supervisors (BOS). He suggested that an RFP for legal counsel be initiated. Commissioner Neves went on to state that the Commission is not just an advisory council, nor is it just a subordinate of the BOS.

Co. Counsel Rise Donlon suggested that the Commission can table the motion and consider going out for independent counsel, and not move forward on this matter. The item can be placed on next month’s agenda for the Commission to explore.

Commissioner Barlow made a motion to table the item, and Commissioner Neves 2<sup>nd</sup> the motion. Ed Hill stated that the Commission can let the item die for a lack of motion, and County Counsel concurred with that statement. Commissioner Barlow withdrew his motion.

Staff to bring back information for an RFP at the next meeting.

Motion Made by:	None			
2 <sup>nd</sup> Motion by:	None			
Motion (Pass/Fail)	FAIL			
<b>Commissioner</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Joe Neves				
Dr. Milton Teske				

Sanja Bugay				
Todd Barlow				
Dr. Lisa Lewis				

**Informational Agenda Items**

- P. 022 **Final Quarter Grantee Achievement Report:** Commission to review and discuss the progress of funded projects for FY 19/20.

Ms. Ravelo presented on this matter, indicating that all final quarterly progress and expenditure reports have been submitted. Ms. Ravelo also stated that most of the grantees submitted a Scope of Work modification request, in anticipation of not being able to meet the original Scope of Work due to the impact of COVID-19 on their provision of services. Ms. Ravelo provided examples of alternative delivery methods and other COVID-related projects that the grantees are involved in.

No other questions or comments were made.

- P. 025 **Spotlight on Service:** Staff from UCP will present an overview of the funded projects Parent & Me and Special Needs

Debbie Gibson with UCP presented on the Parent & Me and Special Needs programs. Commissioner Barlow thanked Ms. Gibson for the presentation. Commissioner Lewis inquired about a parent support group for parents of children with special needs, to which Ms. Gibson stated that UCP has such a group, but also refers parents to Kings View and Behavioral Health (BHA) when deemed necessary. Commissioner Lewis shared that BHA is bringing a new group of child psychiatrists to the community, and will provide information once it is available. Commissioner Bugay asked if the current contracts have the flexibility to provide services in a variety of ways. Current contracts do not spell out the manner of service provision.

- P. 042 **Spotlight on Service:** Staff from Kings United Way will present an overview of the funded project 211 Intelliful Translation

Erika Lopez with Kings United Way provided an overview of their activities over the past year, as well as the different ways to use 211 by telephone, internet website, mobile application, texting and live chat. Ms. Lopez indicated that there has been an increase in contact from the public since COVID-19 began. She also stated that they updated over 400 programs in their database.

- P. 051 **Staff Report:** June – July 2020

Ms. Ravelo provided an update on staff activities since the last Commission meeting. The Commission was advised that all of the 2019-2020 and 2020-2021 contracts have been brought before the BOS and have been approved, except for West Hills College's contract for Avenal Family Resource Center, due to the FRC being closed through possibly January 2021. Staff continue to facilitate distribution of the New Parent Kits to the local hospital. Ms. Ravelo also updated the Commission on the Kindergarten backpack and school supply distribution.

## **Future Agenda Items**

### **October 2020**

- Minutes from August 4, 2020 Commission Meeting
- August 2020 Fiscal Report
- Final FY 19/20 Fiscal Report
- FY 19/20 Audit
- FY 19/20 Annual Report
- Spotlight on Service: Corcoran FRC
- Staff Report: August-September 2020

Commissioner Lewis pointed out the future agenda items for the October 2020 meeting. No further discussion ensued on this item.

### **Commissioner Comments**

No additional Commissioner Comments were made.

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

- October 6, 2020 at 3:00 PM

Commissioner Lewis confirmed the next Commission meeting date on October 6, 2020 at 3pm.

The meeting was adjourned at 3:59 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.*