



In compliance with the Americans with Disabilities Act, if you require a modification or accommodation to participate in this meeting, including the availability of assistive listening devices or agendas in alternative formats, please contact the First 5 Kings County Children and Families Commission's office at (559) 585-0814 (California Relay 711) at least 48 business hours prior to the start of this meeting.

Meeting Minutes

December 1, 2020

3:00 PM

Kings County Department of Public Health
330 Campus Drive 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 Kings County Department of Public Health 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 Kings County Department of Public Health. 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 Kings County Department of Public Health, 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 Kings County Department of Public Health, 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=m4c2f19854a46ea2135d4889870e349c4> . 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 126 262 7722** and the **password is 7SDrJTcnq93**.

- 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 77375826**.
- 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. 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

Chairperson Lewis called the meeting to order at 3:04pm.

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.

Program Officer Clarissa Ravelo advised the Commission that the Resolution regarding delegation of contracting authority to the Commission was heard at the KCBOS meeting on November 24, 2020; however, the matter was tabled to the April 6th KCBOS meeting.

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. xxx **2020-12-076 Approval of Minutes: October 6, 2020 Commission Meeting**
P. xxx **October 2020 Fiscal Report**

No discussion on this item occurred.

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

Action Items

- P. xxx **2020-12-077 Amendment III to Partnership Agreement Region 5 IMPACT Hub:**
Commission to review, discuss and authorize staff to bring this matter to the Kings County Board of Supervisors for approval.

Program Officer Ravelo provided a report on this matter. No discussion ensued on this matter.

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

- P. xxx **2020-12-078 19/20 Audit:** Commission to review, discuss and consider approving the FY 19/20 audit prepared by Hudson & Henderson.

Program Officer Ravelo provided a report on this matter. Commissioner Neves pointed out that on page 15 of the audit report, it still says that the Commission is still comprised of nine voting members. He requested that it be changed to reflect the current composition of five voting members, prior to submission to First 5 California, if possible. Ms. Ravelo stated that she would request that the Auditor make said correction.

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

- P. xxx **2020-12-079 19/20 Annual Report:** Commission to review, discuss and consider approving the FY 19/20 annual report to be submitted to First 5 California.

Program Officer Ravelo presented the item to the Commission. No further discussion ensued.

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

Informational Agenda Items

- P. xxx **Annual Evaluation Report:** Commission to review and discuss the progress of funded projects for FY 19/20 presented by Evaluation, Management & Training (EMT).

EMT & Associates President, Victoria Stuart-Cassell, provided a PowerPoint presentation on their evaluation of First 5-funded projects for FY 19/20. No further discussion occurred on this matter.

- P. xxx **1st Quarter Grantee Achievement Report:** Commission to review and discuss the progress of funded projects for FY 20/21.

Program Officer Ravelo provided an update on the 1st quarter reports submitted. The grantees continue to strive to provide services safely to the community. No further discussion ensued on this item.

- P. xxx **Spotlight on Service:** Staff from Recreation Association of Corcoran will present an overview of the funded project, Corcoran Family Resource Center.

Corcoran FRC Coordinator, Ana Collins, provided a brief presentation to the Commission on its recent activities. No further discussion ensued on this item.

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

KCFRC Manager, April Hatfield, provided a presentation on services provided by KCFRC. No further discussion ensued on this item.

P. xxx **Staff Report:** October 2020 & November 2020

Program Officer Ravelo provided an update to the Commission regarding staff hiring, various projects that staff are involved in locally and statewide. Ms. Ravelo elaborated further on the First 5 COVID-19 Emergency Supplies project, that distributed supplies to 150 Childcare Providers and 211 individual families in collaboration with KCAO's R&R program and Early Headstart, as well as the First 5-funded FRC's and Public Health's Home Visitation program.

Future Agenda Items

February 2021

- Minutes from December 1, 2020 Commission Meeting
- December 2020 Fiscal Report
- Community Annual Report for FY 19/20
- Request for Proposals FY 21/22-24/25
- Establish Nomination Committee for FY 21/22 Chair Elect
- Strategic Plan Update
- 2nd Quarter Grantee Achievement Report
- Spotlight on Service: Kings County Office of Education – Kings County CARES About Quality (KCCAQ)
- Staff Report: December 2020 – January 2021

Commissioner Comments

Commissioner Lewis shared that Behavioral Health has a new perinatal mental health assistance program. Stephanie Wheeler is in charge of this program.

Commissioner Bugay requested that the BOS decision to table the Resolution be placed on the February agenda for further discussion.

Commissioner Barlow stated that he has been on the call for quite some time.

Review Next Meeting Date & Adjournment

- February 2, 2021 at 3:00 PM

Commissioner Lewis confirmed the next Commission meeting date on February 2, 2021 at 3pm.

The meeting was adjourned at 5:03 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.