



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

October 6, 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=m484480e0cb7aec5a1e55b91cb9625181>. 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 126 799 8122** and the **password is zRRRMVvC343**.

- 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 97776882**.
- 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 3:03pm

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.

2020-10-073 Approval of Minutes: August 4, 2020 Commission Meeting Final FY 19/20 Fiscal Report August 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

2020-10-074 Amendment III to Partnership Agreement Region 5 IMPACT Hub:
Commission to review, discuss and authorize the Chair-Elect or the Executive Director to sign the Amendment.

Program Officer Clarissa Ravelo presented the item to the Commission.

Commissioner Neves inquired if this was an amendment or a new contract, as the previous Agreements were entered into by the Commission, and this Amendment names the County of Kings as a party instead of the Commission, which is a substantial change to the Agreement.

County Counsel Lee Burdick explained the Commission's inability to contract without BOS approval.

Commissioner Bugay inquired if this contract was brought before the BOS for ratification. Commissioner Neves and Ms. Ravelo both indicated that only the Commission's contracts for service were brought before the BOS for ratification.

A motion was made by Commissioner Neves to table this discussion until the next meeting.

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			

2020-10-075 Legal Services RFQ: Commission to review, discuss and consider selecting another Law Firm to represent the Commission.

Ms. Ravelo presented this item, advising the Commission that an RFQ was released, and 3 applications were received.

Chairperson Lewis stated that a Memo was received from County Counsel regarding the Commission's inability to hire outside legal counsel, as County Counsel is the designated attorney for County departments. CC Burdick expanded on legislation and policy related to legal representation of county departments.

Commissioner Bugay stated that we need to pull back the RFQ, due to lack of authority to hire outside commission, but she is interested in steps that can be taken for the Commission to resume operations as it has in the past.

Ms. Burdick provided three options that the Commission can pursue: (1) continue on like the Commission has since May, and go to the BOS for any contracts; (2) obtain delegated authority via BOS; and (3) re-form the Commission under HS § 130140 & 130140.1, to become an independent legal public entity. She went on further to state that the Commission could legally restructure and submit certain forms for filing with the State. Once the Commission is deemed independent, it would allow the Commission to contract independently, and pursue alternate legal services.

Ms. Ravelo inquired how the Commission would like to approach the BOS to delegate the responsibility to contract to the Commission. Ms. Ravelo reminded the Commission that a resolution was brought before the Commission at the August 2020 meeting; however, that resolution was not approved. Ms. Ravelo went on to state that she drafted the Resolution, and that the statements in the resolution were chosen, to show that the Commission had adequate oversight at the State level. County Counsel requested to review the Resolution again, and provided to the Commissioners, along with a date for it to go before the BOS.

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

Discussion ensued about seeking specialized legal opinion to hire outside counsel, regarding the legal status of the First 5 Commission. Dr. Teske inquired about the need to pursue this 2nd matter, since the Resolution would address the Commission's contracting authority.

Motion Made by:	Commissioner Bugay			
2 nd Motion by:	None			
Motion (Pass/Fail)	Failed for lack of a 2nd			
Commissioner	Aye	Nay	Abstain	Absent
Joe Neves				
Dr. Milton Teske				
Sanja Bugay				
Todd Barlow				
Dr. Lisa Lewis				

Commissioner Barlow announced his presence and indicated he has been on the call since 3:45pm.

2020-10-076 Special Meeting for Audit & Annual Report: Commission to discuss and consider scheduling a Special Meeting regarding FY 2019/2020 Annual Audit and Annual Report.

Ms. Ravelo introduced the need to set a Special Meeting as the Audit Report is not ready, which does not allow staff to complete the Annual Report. County Counsel advised the Commission that a vote does not need to occur to set a Special Meeting. Commissioners agreed that they would be available to hold a Special Meeting on October 27, 2020 at 3:00pm.

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

Informational Agenda Items

Staff Report: August 2020 & September 2020

Ms. Ravelo provided an update on staff activities since the last Commission Meeting, including gathering data for the Annual Report and Annual Audit, and involvement in a variety of projects statewide and locally. Commissioner Lewis requested information about the Maternal Wellness Coalition.

Future Agenda Items

October TBD 2020

- FY 2019/2020 Annual Audit
- FY 2019/2020 Annual Report

December 2020

- Minutes from October 6, 2020 Commission Meeting
- October 2020 Fiscal Report
- Community Annual Report for FY 19/20
- FY 19/20 Evaluation Report
- 1st Quarter Grantee Achievement Report
- Spotlight on Service: Recreation Association of Corcoran - Corcoran Family Resource Center
- Spotlight on Service: Kings Community Action Organization – Kettleman City Family Resource Center
- Staff Report: October-November 2020

Commissioner Comments

Commissioner Lewis indicated that she will be out beginning October 26 through November, due to surgery, and would not be available to attend the Special meeting on October 27.

Review Next Meeting Date & Adjournment

- October TBD – Special Meeting
- December 1, 2020 at 3:00 PM – Regular Meeting

Commissioner Lewis confirmed the next Commission meeting date on December 1, 2020 at 3pm.

The meeting was adjourned at 4:15 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.