



*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 Agenda Minutes**

February 2, 2021

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=m9a87a889e15b9eda30598d1ae7197d48>

- 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 126 293 1651** and the **password is t4wJuAr2eu7**.
- 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 84958272**.
- 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**

Chairperson Lewis called the meeting to order at 3:02pm.

**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 comments presented.

**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 **2021-02-080 Approval of Minutes: December 1, 2020 Commission Meeting**  
P. 009 **December 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. 012 **2021-02-081 Establish a Nomination Committee for 2021-2022 Chair Elect:** The Chair will create a subcommittee that will be charged with nominating a Chair elect for FY 2021-2022.

Program Officer Ravelo reported on this item. Commissioner Bugay and Lewis volunteered to be on the Nomination Committee.

Motion Made by:	Commissioner Lewis			
2 <sup>nd</sup> Motion by:	Commissioner Neves			
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			

- P. 014 **2021-02-082 Commission Response to Kings County Board of Supervisors**  
**Action/Recommendation on Resolution Presented:** Commission will receive and file staff report on most recent Kings County Board of Supervisors actions and recommendations regarding the Resolution presented; discuss possible options; and direct staff to take actions as necessary

Ms. Ravelo reported on this matter, requesting further direction from the Commission on how to proceed on this matter.

Discussion ensued between the Commissioners, the Executive Director and County Counsel, outlining what would be needed to establish the Commission as a separate entity.

Motion: Change of ordinance that established the First 5 Commission, for it to be a completely separated entity. Ms. Wooley indicated that this would consist of the Ordinance

change that will be heard at 2 Board of Supervisors meetings, as well as the MOU to contract with the County for a variety of administrative services, including staffing. Commissioner Neves and Lewis volunteered to review the item drafted by County Counsel, along with Mr. Hill.

Motion Made by:	Commissioner Lewis			
2 <sup>nd</sup> Motion by:	Commissioner Bugay			
Motion (Pass/Fail)	PASS			
<b>Commissioner</b>	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. 016 **2<sup>nd</sup> Quarter Grantee Achievement Report:** Commission to review and discuss the progress of funded projects for FY 20/21.

Ms. Ravelo provided a summary of the 2<sup>nd</sup> quarter reports. No discussion ensued on this topic.

P. 019 **Spotlight on Service:** Staff from Kings County Office of Education will present an overview of the funded projects.

KCOE staff from Hanford Family Connection & Lemoore Family Connection provided an overview of the 2 FRC’s activities over the past year.

KCOE staff provided an overview of the CARES program.

Commissioner Lewis and Bugay both related that they enjoy learning about the First 5-supported programs.

P. 038 **Staff Report:** December 2020 and January 2021

Ms. Ravelo provided a report on staff activities since the last Commission meeting, as outlined in the agenda packet.

**Future Agenda Items**

April 2021

- Minutes from February, 2021 Commission Meeting
- February 2021 Fiscal Report
- Election of FY 21/22 Chair-Elect
- FY 21/22 Proposed Budget
- FY 21/22 Administrative Cost Limit
- First 5 California Annual Report
- Spotlight on Service: UCP – Parent & Me; Special Needs

**Commissioner Comments**

No comments made.

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

- April 6, 2021 at 3:00 PM

Commissioner Lewis confirmed the next Commission meeting date on April 6, 20201 at 3pm.

The meeting was adjourned at 4:21pm.

### **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.*