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## **PUBLIC NOTICE**

**Advisory Committee  
to the  
Riverside County Children and Families Commission**

**Special Meeting  
Wednesday, May 27, 2009 - 12:00 p.m.  
The Riverside County Child Care Consortium  
2010 Iowa Avenue, Suite 100, Conference Room D & E  
Riverside, CA 92507**

**Note: If special accommodations are needed to participate in this meeting please contact Lynn Stephens, Secretary to the Commission at (951) 248-0014, Ext. 269 during regular business hours of the Riverside County Children and Families Commission (M-F 8:00 a.m. – 5:00 p.m.).**

**Note: Public comments will be taken on agenda items at various times during the meeting. Please submit a request to speak form to the meeting Secretary, at any time during the meeting, indicating the item you wish to address.**

**Note: Please place all cellular phones and pagers on vibrate or off mode during the meeting.**

**The matters to be discussed at the Regular Meeting are as follows:**

### **Agenda**

- I. Call to Order – Carla Lidner, Advisory Chair
- II. Chair and Committee Member Comments
- III. Commission and Advisory Committee Restructure – Debra Cournoyer, Principal Management Analyst of Riverside County Executive Office
- IV. Public Comments
- V. Future Agenda Items
- VI. Committee adjournment

**Conflict of Interest:** Any person, or group of person present at this meeting, who wishes to speak on a matter may be required to state for the record any contributions, in excess of \$250.00 made in the past (12) twelve months, made to any Committee member, the Committee member receiving the contribution, and the matter of consideration with which they are involved.

**Agenda Posting:** Agendas will be posted at the Clerk of the Board of Riverside County and the Commission Business Office.

All public record documents for matters on the open session of the agenda are available for inspection at the meeting listed in this agenda, and at the following location beginning three (3) working days prior to the meeting date:

**Riverside County Children and Families Commission  
2002 Iowa Avenue, Suite 100  
Riverside, CA 92507**

**Riverside County Children and Families Commission  
Special Meeting of the Advisory Committee to the  
Riverside County Children and Families Commission  
Wednesday, May 27, 2009 – 12:00 p.m.**

**The Riverside County Child Care Consortium Office  
2010 Iowa Avenue, Suite 100 – Conference Room D & E  
Riverside, California 92507**

**I. Call to Order**

The meeting of the Advisory Committee was called to order at 12:05 p.m. by Harry Freedman, Executive Director on behalf of Committee Chair, Dr. Carla Lidner.

Advisory Committee Members Present: Chair, Dr. Carla Lidner; Betty Folsom;; Dr. Touraj Shafai; Nancy Wood; Donna Greene; Judith Wood

Absent: Georgann Koenig; Judee Cox; Lynne Craig; J.M. Evosevich Ph.D., Donna Johnston for Supervisor Tavaglione

Vacant: One (District V)

Commission Members Present: Commission Vice-Chair, Susan Loew; Commissioner Eric Frykman

Staff Present: Harry Freedman, Executive Director; Stella Smith, Deputy Director; Lynn Stephens, Commission Secretary; Arrin Banks, Administrator, Grants & Contracts; Michelle Burroughs, Administrator, Health & Community Programs; Jamie Ayala, Public Information Specialist

Debbie Cournoyer, Principal Management Analyst, Riverside County Executive Office

**II. Chair and Committee Member Comments**

Mr. Freedman provided a brief introduction. Ms. Smith provided a recap of the April 29<sup>th</sup> Advisory Committee meeting and the request that initiated this meeting.

(Dr. Shafai left the meeting at 12:06 p.m.)

(Judith Wood arrived at 12:07 p.m.)

Commission Vice-Chair Susan Loew informed the Advisory Committee that today's meeting will be an informal dialogue that will provide the opportunity for questions and answers.

### **III. Commission and Advisory Committee Restructure – Debra Cournoyer, Principal Management Analyst of Riverside County Executive Office**

Commission Vice-Chair Susan Loew shared a draft of the revised Ordinance and Form 11 that is scheduled to go to the Board of Supervisors on Tuesday June 2. Deputy County Counsel Tiffany North is working on minor revisions to the draft. The revisions to the Ordinance reflect the Board of Supervisor's decision to restructure the representation of the Commission. The composition and role of the Advisory Committee has also been addressed in the revision.

(Dr. Carla Lidner arrived at the meeting at 12:11 p.m.)

(Dr. Shafai returned to the meeting at 12:12 p.m.)

Commission Vice-Chair Susan Loew noted technical modification realigning F5R under DPSS will be taken to the BOS next week. There will be classification changes in the reporting relationship of Mr. Freedman and Ms. Smith. Ms. Cournoyer added that the Ordinance revisions, the personnel reporting changes and addressing findings from the fiscal year 2007/2008 audit report for F5R budget and bylaws are being taken to the Board of Supervisors for review and comment as required by the current local ordinance. Mr. Freedman noted that the budget and bylaws are unrelated to the restructure actions.

Dr. Shafai asked if other county First 5 Commissions are structured in this manner (under a county department). Mr. Freedman responded that approximately half of the other First 5 county commissions are set up as a county commission and the remaining are an independent commission. He noted staff conducted a research on the operations of the other county commissions. Those commissions that are set up as a county commission are functioning well.

Dr. Shafai asked if First 5 Riverside Commission can be an independent department of Riverside County as opposed to under DPSS. Commission Vice-Chair Loew noted F5R can function either way. It was the Board of Supervisors preference to have F5R work under an existing department. Mr. Freedman noted that there are three common set up options for county commissions. 1) under an existing department, 2) separate department within the county structure and 3) under Executive Office of the county. All three options were considered for F5R.

Advisory Chair Dr. Lidner asked if costs will be higher with F5R under the County umbrella. Commission Vice-Chair Loew responded that costs are being evaluated. There is currently not enough information for answers. Ms. Cournoyer added at the last Board meeting the Board of Supervisors directed staff to look at different various factors, including cost impacts and report back to them in a six month period.

Advisory Chair Dr. Lidner Carla asked what the role of the current Advisory will be after the restructuring. Ms. Cournoyer explained on June 2<sup>nd</sup> the Ordinance revisions will go the BOS office. The Commission will continue with nine members, the BOS, Public Health Officer, one person from a County department instead of two, each BOS member will have one appointment (with the exception of the BOS member and Health Officer) and one at large member appointed by the collective BOS. Each appointed member will have an alternate that would attend all Commission meetings and act on behalf of the appointed member in case of an absence or conflict. These alternate members would will also serve as the Advisory Committee.

The Bylaws will be amended to reflect the changes and will contain more detail relative to the changes. The Advisory Committee would have more responsibility, reviewing items under consideration and making recommendations to the Commission on how to proceed. The time commitment is increased with the expectation that advisory members attend each commission meeting.

Mr. Freedman added the alternates will be specific to an individual Commissioner. Ms. Cournoyer added this is being set up to help with the perception of conflict of interest. The alternate will be able to vote if the Commissioner has to withdraw from voting due to a conflicted interest. Mr. Freedman added this model is used in Sacramento County Commission.

The goal is to create a balance at the Commission and alternate level so there are members representing the various categories detailed in the legislation and the commission's strategic plan. One consideration discussed is having the Commission and alternate members aligned to maintain the variety of representation.

The Advisory Committee role is more involved than the existing Committee. There will need to be participation at all Commission meetings and more activity in terms of reviewing recommendations coming before the Commission. Ms. Cournoyer added that the Advisory Committee may be referred to as a "Technical Advisory Committee" to better reflect the intended role as technical experts in the represented categories. In the Advisory Committee forum they would be considered the Advisory Committee. At Commission meetings they would serve as an alternate unless reporting out as a committee.

If any Advisory Committee member has a conflict of interest on an item coming to the Commission for recommendation they will have to disclose their conflict and County Counsel will be consulted. Ms. Loew noted current request for proposal (RFP) practice to select readers who are knowledgeable in the field but that do not have conflicts of interest to assure a clean process.

Advisory Chair Dr. Lidner noted she has been involved with F5R since its inception in 1999. Her concern was with the conflicts due to County agencies receiving funding. She was hoping conflicts would be resolved by keeping the Commissioners the same but disallowing County agencies from receiving funding limiting the funding they can receive. She noted that this is the major concern of the public. Dr. Lidner stated that the proposed structure does not appear to address this issue and asked how the perception is going to be improved.

Mr. Freedman responded that he agreed with Dr. Linder's representation of the he perception that county agencies receive a majority of the funding. He noted approximately 32% of funds go to Commission member affiliated agencies. All are not County agencies. He reported on speaking with other county commissions and determined F5R is low to middle compared to other commissions across the State distributing funds to county agencies. Ms. Cournoyer suggested making the community aware of how the funding is distributed. She added staff will look at working closely with County Purchasing on RFP's so hopefully this will dispel some of the perception.

Commissioner Vice-Chair Loew commented that the restructuring was not intended to address Commission affiliated agencies receiving funds. She added the BOS restructuring was not intended to change the funding process or to eliminate county program from applying because in some instances there may not be another agency in the community who is as equipped to provide a particular service which may be a commission priority. The Board is interested in developing a mechanism to minimize real and perceived conflicts of interests.

By addressing commission composition and creating an alternate structure, there will be another level of review.

Mr. Freedman added that the set up of First 5 commissions fosters the appearance, perception and potential for conflicts of interest. He noted that the California Conflict of Interest Code was modified to accommodate the First 5 structure.

Dr. Lidner noted clearest message from the beginning was the issue of not supplanting. Ms. Folsom noted it is not supplanting if the agency is already conducting the services and the County expands the service. Mr. Freedman noted all First 5 Commissions in the State deal with this issue. He provided examples of supplanting and noted each county is able to establish their own definition.

Dr. Lidner questioned the perception of county agencies being concerned about not laying off their employees and all of a sudden having an interest in providing services for children 0-5 because F5R is a good source for financial support. Commissioner Frykman responded he has never had a conversation to that affect in his department. Ms. Cournoyer added she has not heard anything like that from any of the departments she oversees. Mr. Freedman replied due to the economic climate the availability of services to children aged 0-5 may be greatly impacted. F5R interest remains in serving children ages 0-5.

Dr. Lidner expressed she did not feel Mental Health could demonstrate that they had as much interest in serving children aged 0-5 unless until F5 money became available. Commission Vice-Chair Loew noted the Commission decided several years ago that Mental Health was a priority. The Health component evolved to include mental health. The issues Mental Health is dealing with today recognizes that children in this age range have mental health issues that influence their abilities to develop optimally.

Mr. Freedman noted this service is not only a F5R priority, the State commission created an initiative early on for counties to provide mental health services to children ages 0-5. Ms. Greene noted she was a child care coordinator for DPSS when F5R was established. She was involved in the Strategic Planning process when mental health services for children ages 0-5 was identified as a priority. Dr. Lidner clarified she was not referring to school based services, she was referring to the services offered and provided by the Department of Mental Health.

Ms. N. Wood expressed concerns with the term section of the proposed amendment to the local ordinance. Commissioner Vice-Chair Loew noted it is common to have specific terms in most boards and commissions that they can serve only two terms. Ms. Cournoyer confirmed the Board of Supervisors has a policy that addresses terms for all commissions and boards they appoint. She noted the two years is the initial appointment and there after the term is a three-year term. Commission alternates will serve the same term as the Commission members.

Ms. N. Wood referenced section seven, "General Duties." She suggested the Advisory Committee could assist with transparency issues. She state that visitation to decommission funded agencies is one way to be ambassadors, clarifying issues to calm misconceptions regarding F5R and repairing the damage to F5R's image. She noted this type of funding stream dedicated to this age range is not available anywhere else in the United States. It is her hope that the cloud can be lifted off of the F5R Commission.

Commission Vice-Chair Loew asked if the approach of the restructure is causing any concerns on how it is affecting them in their current capacity. Commissioner Frykman asked

if the current Advisory Committee are interested in speaking to their Board member and continuing in their advisory capacity. Ms. Folsom responded she feels guilty that her attendance has not been good and noted she will not be able to continue to serve after the restructure. Ms. Smith explained staff polled advisory members who terms expire in May regarding the desire and/or ability to continue serving until the new structure was in place. Some of the appointments have moved forward with the Board of Supervisors.

Ms. N. Wood noted all committee members are volunteers and have other jobs. She expressed she feels it is critical for those who decide to continue to do their best to put forth and effort and contribute their expertise. She noted she would be committed to be there in that capacity. Commissioner Vice-Chair Loew noted it is a fundamental shift. She expects they will check with the new Committee in six months to evaluate time commitment of the newly restructured Advisory Committee and whether adjustments will need to be made.

Ms. Cournoyer reported July 1<sup>st</sup> is the transfer date. If the Ordinance is approved on June 2<sup>nd</sup> it will go into affect thirty days after that. The Clerk of the Board will post commission openings for ten working days. Mr. Freedman and staff will have time to review applications. Recommendations will be forwarded to the Board of Supervisors. With the exception of the two legislatively mandated positions, anyone can be nominated or anyone can apply to be a Commissioner and an Alternate/Advisory member as long as they fit under the categories noted in the criteria of the legislation. If current members want to continue serving they can apply once the position is posted.

Dr. Lidner noted it is important moving forward that county departments and non-profits work together to meet the needs of the County. She noted she has heard rumors that the budget cuts will lead to county agencies absorbing F5R moneys and supplanting their employee positions by assigning them to F5R projects. Dr. Lidner noted she has heard people were concerned with the Board of Supervisors making the decision to have F5R funds in the County to be more accessible to help the County deficit and maintain County staff. Commission Vice-Chair Loew asked Dr. Lidner to make it clear in the community so they understand that the Board of Supervisors cannot take F5R funding. Commissioner Loew responded there is no plan to do this. Ms. Cournoyer reminded that funding is controlled by the Commission and the processes adopted by the Commission. That interested agencies would have to go through the Commission RFP process to receive money from F5R.

Mr. Frykman suggested Dr. Lidner should consider informing her sources of the facts she has learned today. He noted it is Commissioners, Advisory Committee members and F5R staff's mission to dispel the misconceptions.

Commission Vice-Chair Loew added Dr. Lidner can also help clarify that putting F5R under a county agency does not take away the way Commission's independent authority over how funds are spent. As the Department Head of DPSS she cannot carve out money from F5R for a purpose of her choice. Decisions around how F5R funds are allocated will still be made by the Commission in a full public setting. Even State Association recommendations will be decided based on local needs.

Mr. Freedman emphasized independent authority is in the legislation that mandates each individual Commission maintains independent authority over their trust fund and strategic plan. No decisions are made statewide without each individual Commission's approval.

Dr. Lidner thanked Commission Vice-Chair Loew and Ms. Cournoyer for meeting with the Advisory Committee. The Advisory Committee attendees agreed it was a helpful meeting.

Ms. Greene noted mid-day and mid-week is a difficult time for her to attend meetings due to her commute. Commissioner Vice-Chair Loew responded they will be more sensitive to this in scheduling meetings in the future.

In closing, Commission Vice-Chair Loew asked the Advisory Committee to take into consideration that after the restructuring their meetings will be changed from quarterly to monthly. She requested they consider it may be easier having one day committed to meetings opposed to meeting on a different day and if there would be recommendations they would offer on restructuring the meetings.

**IV. Public Comments**

None

**V. Future Agenda Items**

None

**VI. Adjournment at 1:05 p.m. to the regular meeting of the Advisory Committee scheduled for Wednesday, July 15, 2009 at 1:30 p.m. at:**

**Riverside County Children and Families Commission Office  
2002 Iowa Avenue, Suite 100 – Conference Room A  
Riverside, California 92507**

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