

Riverside County Children and Families Commission
1:30 p.m. - Regular Meeting of the Commission
Wednesday, September 23, 2009

Riverside County Children and Families Commission
Business Office
2002 Iowa Avenue, Suite 100
Riverside, California 92507

A. Call To Order:

The Regular Meeting of the Commission was called to order at 1:36 p.m. by Commission Chair Jerry Wengerd.

Commissioners Present: Chair, Jerry Wengerd; Vice-Chair, Susan Loew; Supervisor Jeff Stone Yolanda Carrillo; Dr. Eric Frykman; Connie Beasley, Dr. Jay Hoffman, Vicki Oltean

Commissioners Absent:

Commission Vacancy: One

Staff Present: Harry Freedman, Executive Director; Stella Smith, Deputy Director; Lynn Stephens, Executive Assistant/Commission Secretary; Arrin Banks, Administrator, Grants & Contracts; Sandy, Duncan, Administrator, Fiscal Services; Johnathan McDannell, Administrator, Outcomes Management; Michelle Burroughs, Administrator, Health & Community Programs; Laurie Schoenberg, Administrator, Early Care & Education; Sherry Watkins, Facilities & Operations Specialist; Cindy Brandon, Administrative Secretary; Uniqua Burgess, Program Specialist, Health & Community Programs; Sonia Jizrawi, Program Specialist, Early Care & Education; Jean Alexander-Booth, Program Specialist II, Early Care & Education; Deborah DeForge, Program Specialist II, Outcomes Management; Uniqua Burgess, Program Specialist Health & Community Programs; Elizabeth Watt, Office Assistant III; Carol Abella, Program Specialist, Early Care & Education; Rocio Zuniga, Program Specialist, Early Care & Education; Kristi Van Heule, Program Coordinator, Capacity Building Initiative; Maria Hernandez, Secretary, Early Care & Education; Anabel Bolanos, Office Assistant III, Early Care and Education; Cassandra Adams, Contract Specialist, Grants & Contracts

Tiffany North, Deputy County Counsel, was in attendance as legal counsel for the Commission.

B. Commission Business – Commission Chair, Jerry Wengerd

1. Chair and Commissioner Comments:

a. H1N1 Update-Commissioner Frykman, County Health Officer

Dr. Frykman provided information concerning H1N1, reported cases in Riverside County and guidelines for vaccination. The high risk population includes children 6 months to 24 years, anyone with a chronic medical problem over 25 years of age, women who are pregnant, hospital and health care workers, field workers, caretakers, those who look after small children, and the aged with medical problems. The Health Department is working with schools, child care agencies and any entities that provides

service to the above populations to assist in providing vaccinations and help raise awareness. Contact Commissioner Frykman for more information.

b. **Nuview Pediatric Dental Clinic, Commissioner Hoffman**

1. Commissioner Hoffman announced that a pediatric dentist has been identified to run the Nuview Union School District Pediatric Dental Clinic. Commissioner Hoffman added that this clinic was made possible by funding from F5R and other agencies.

c. **Executive Director Comments – Harry Freedman**

Mr. Freedman noted Governor Arnold Schwarzenegger signed AB1422 to restore funding to the Healthy Families Program. This includes funding from several sources and an extension of existing taxes. MRMIB eliminated the plan to dis-enroll children and those on the waiting list. There is still a question regarding whether the Access for Infants and Mothers (AIM) Program will need support. The AIM program is currently funded through December 2009. There has been discussion that local commissions might be asked for financial support, but F5R has not been approached to date.

Commissioner Chair Wengerd asked about the status of funds recommended to assist children who would have lost Healthy Families coverage. Mr. Freedman reminded the Commission that those funds had not been set aside officially by the Commission. He noted the funds will no longer be required for Healthy Families and the item will be discussed later in the agenda.

2. **August 26, 2009 Commission Meeting Minutes**

Commissioner Frykman moved to approve the minutes of the August 26, 2009 meeting of the Commission. Commissioner Beasley seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Wengerd, Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Oltean), One, (1) abstain (Hoffman), Zero (0) absent (), Zero (0) opposed, One (1) vacant].

C. **Resolution Report (Action) – Stella Smith, Deputy Director**

Ms. Smith facilitated action on the resolutions presented for approval. Following is a record of action(s) taken by the Commission on Resolutions 09-49 through 09-56: Resolution 09-52 was pulled and will be brought back next month. Resolutions 09-51 and 09-53 were presented as a block motion. Resolutions 09-54, 09-55 and 09-56 were considered separately as discussion/action items to provide detailed information and to disclose conflicts of interest.

09-52: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and the Volunteer Center of Riverside County – Contract # 3003 EN-10

This resolution was pulled to allow staff to work with the Agency. It will be brought back for consideration at next month's Commission meeting.

Recommended Action: That the Commission approve the contract between the Commission and the Volunteer Center of Riverside as attached to the Resolution in an amount not to exceed \$165,000 for the period covering October 1, 2009 through June 30, 2011. Further, that the Commission authorize the Executive Director or his designee to execute the necessary documents, actions and perform contract management to effectuate this Resolution without requiring further action of the Commission.

09-51: Adopting the Recommendations of Staff and Formalizing the Actions of the Riverside County Children and Families Commission at the August 26, 2009 Commission Meeting Regarding Funding and the Creation of An Emergency Fund an Community Response Fund for the Period of July 1, 2009 through June 30, 2011.

Ms. Smith provided a brief overview of the recommendation from staff that the Commission approved at the August Commission meeting. She noted that the Community Response Fund was developed as part of a recommendation with the Advisory Committee in response to a request of when funding would be made available to contractors who had not had opportunities to benefit from F5R monies. She noted the guidelines will be discussed later in the Agenda.

Recommended Action: That the Commission adopt this Resolution to formalize its action taken on August 26, 2009. Further that the Commission authorize the Executive Director or his designee to execute the required documents, fund transfers and actions to effectuate this Resolution.

09-53: Approving and Ratifying the Investment of Funds Contract between the Riverside County Children and Families Commission and Romoland School District – Contract # 3002 EN-10

Ms. Smith reported the proposal was presented and approved at the Commission meeting last month. Romoland has the opportunity to create more slots. This request would have typically been handled through the Facilities Assistance Fund but due to time constraints it was brought to the Commission for consideration to prevent losing the opportunity.

Recommended Action:

That the Commission approve and ratify the contract between the Commission and the Romoland School District as attached to the Resolution in an amount not to exceed \$6,400 for the period covering September 10, 2009 through June 30, 2011. Further, that the Commission ratify the action of the Executive Director to execute the contract based on prior Commission consensus. In addition, authorize the Executive Director or his designee to execute any further necessary documents, actions and perform contract management to effectuate this Resolution without requiring further action of the Commission.

Commissioner Stone moved to approve Resolutions 09-51 and 09-53. Commissioners Vice-Chair Loew and Oltean simultaneously seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Wengerd, Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant].*

09-49: Approving the Third Amendment to the Professional Services Contract between the Riverside County Children and Families Commission and Inland Empire Health Plan (IEHP) Health Access - Contract #1073 PSC-07. CONTINUED FROM AUGUST 26, 2009 MEETING DUE TO A LACK A QUORUM OF NON-CONFLICTED MEMBERS TO ACT ON THIS ITEM

Ms. Smith noted this resolution was pulled last month due to lack of qualified members eligible to constitute a non-conflicted quorum.

Deputy County Counsel, Tiffany North noted Commissioners Wengerd and Frykman have a conflict. They were asked to leave the meeting. At this time Commissioner Vice-Chair Loew acted as Chair. Ms. Smith provided an overview of the resolution. Ms. Smith noted F5R was making an allowance for children who were eligible for the Healthy Families program, but could not be enrolled due to the budget crisis. This exception may not continue to be needed now that the Governor has approved AB 1422.

Recommended Action: That the Commission approve the third amendment to the Professional Services Contract with Inland Empire Health Access as attached to the Resolution and ratify this action back to July 1, 2009. Further that the Commission authorize the Executive Director or his designee to execute the necessary documents/action to effectuate this Resolution without requiring further action of the Commission.

Commissioner Stone moved to approve Resolution 09-49. Commissioner Beasley seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Six (6) in favor (Loew, Supervisor Stone, Carrillo, Beasley, Hoffman, Oltean), Zero, (0) abstain, Two (2) Conflict (Wengerd, Frykman), Zero (0) absent, Zero (0) opposed, One (1) vacant].*

(Commissioners Wengerd and Frykman were out of the meeting during the discussion and the motion.)

09-50: Adopting the Recommendations of the Subcommittee as the Final Action of the Riverside County Children and Families Commission Action Related to the Mental Health Initiative Award. CONTINUED FROM AUGUST 26, 2009 MEETING DUE TO A LACK A QUORUM OF NON-CONFLICTED MEMBERS TO ACT ON THIS ITEM

Deputy County Counsel, Tiffany North noted Commissioners Beasley, Wengerd, Frykman and Hoffman had a conflict on the Mental Health Initiative Award. Commissioners Beasley, Frykman, and Hoffman left the meeting prior to the discussion and vote. Commissioner Wengerd remained as he was previously brought back under the "Rule of Necessity" at the July Commission meeting and his participation was still legally required. Ms. North reminded the Commission that this item was a continuation from July 22, and the "Rule of Necessity" had been invoked at that time Commissioner Vice-Chair Loew remained as Chair during the discussion.

Ms. Smith reported there is a meeting planned for next week with Family Service Association and Department of Mental Health to discuss recommendations regarding the allocation of the balance of the of funds (remaining 50%) of the Mental Health Initiative Award. This will include division of the responsibilities of the contract and the remaining funds to be brought back next month. Today's action is to formalize the recommendation of the Commission made at the July 2009 meeting.

Recommended Action: That the Commission adopt the Resolution to formalize its action taken on July 22, 2009. Further that the Commission authorize the Executive Director or his designee to execute the required documents/actions to effectuate this Resolution.

Commissioner Stone moved to approve Resolution 09-50. Commissioner Carrillo seconded the motion. *The motion carried. [Following is the vote of the Commission members present:*

Five (5) in favor (Wengerd, Loew, Supervisor Stone, Carrillo), Zero, (0) abstain, Three (3) Conflict (Beasley, Frykman, Hoffman), Zero (0) absent, Zero (0) opposed, One (1) vacant].

(Commissioners Beasley, Frykman and Hoffman were out of the room at the time of the discussion and vote.

Resolutions 09-54, 09-55 and 09-56 will be discussed later in the Agenda. At this time Commissioner Vice-Chair turned the meeting back over to Commissioner Chair Wengerd. Commissioners Hoffman, Frykman and Beasley returned to the meeting. (1:59 pm)

- 2. Advisory Committee Update – Dr. Carla Lidner, Chair- This item was taken out of order.**
Dr. Lidner thanked the Commission on behalf of the Advisory Committee for the recent release of funds and for responding to the urgent needs of children.

D. Presentations:

1. Child Care/Preschool Investment Recommendations Follow-Up – Laurie Schoenberg, Administrator Early Care and Education

Mr. Freedman provided an overview and introduced Ms. Schoenberg. He informed the Commission of the key issues Ms. Schoenberg's presentation will address before the Resolution is brought forward to formalize last month's action. Ms. Schoenberg will explain why the Committee recommended funding to RCOE rather than an RFP process, clarify the number of children being served which was misstated last month, and respond to Commissioner questions raised last month.

Ms. Schoenberg shared the program summary. She reviewed the high need child care Zip Codes with the Commission and pointed out that when she presented last month, the 900 children estimated to be served was based on the stakeholder's process. The ratio is now refined and it is anticipated that approximately 577 per month will be served, based on estimated age groups of infants and toddlers and preschoolers (depending on the needs of the population in Zip Codes being served).

RCOE proposed:

- October 2009 ramp up of hiring staff
- Start implementation of scholarships by November 1 2009
- Full enrollment of 577 around February 2010
- Scholarships are now at 80% program and administration is at 20%.

The Child Care Stakeholder Committee evaluated their decision to use RCOE instead of an RFP and noted two critical issues:

1. Timing-RCOE getting dollars out the door quickly
2. Costs –scholarship funds will be similar regardless who the designated agency is

Commissioner Chair asked about the change from 900 to 577 children. Ms. Schoenberg replied that the number of 900 children was based on the child care stakeholder committee meetings projection on what could happen. Once they met with RCOE to outline components based on staff, personnel and operational costs they arrived at more accurate numbers. Based on the regional market rate and what providers are going to be paid and what parents are going to pay, a chart was developed that would provide the actual numbers. She added the number could increase as they go forward on. Mr. Freedman added that the scholarship varies based on the age of the child, and the amount of the co-pay and F5R will use the amount of money available until they are out of money for as many children that can be

served which many be more or less than 577. Ms. Schoenberg apologized if she was not clear that it was an estimate in her presentation last month. Mr. Freedman noted there had been confusion of the amount of money based on the number of months of available funding, and this was subsequently clarified.

Ms. Schoenberg reviewed questions from last month's presentation and responded in her current presentation. A handout of a fee eligibility scale was provided to the Commission for comparison to the ranking to the chart previously shared. Starting with Zip Code one, RCOE will notify and screen all of the children until all of the high needs children have been exhausted. They will continue enrolling until all the children or funds have been exhausted. The top ten Zip Codes should be reached by serving 50% of the children through the first 10 Zip Codes. RCOE has estimated 50% of the families on the list will no longer be in need of care based on eligibility, moving, etc.

Commissioner Chair Wengerd asked where the method of distribution comes from to spread the resources. Ms. Schoenberg replied that the child care stakeholder used the number on the CEL list today and based on RCOE's methodology, for each Zip Code they are estimating 50% in each Zip Code through the first 10 Zip Codes. They may be able to move further down the Zip Code list and draw down the dollars further. The current waiting list will be "frozen" – additional children will not be considered in order to move thorough the zip codes.

Commissioner Vice-Chair Loew asked if there will be a capacity issue going forward. She requested staff to capture the information as we progress, knowing the capacity limitations that are influencing our ability to support families. Ms. Schoenberg responded the stakeholders have considered this issue. They met with RCOE to work on the scope of work. They built this into targets and requirements for the agency to write into their quarterly progress reports and there will be a survey disseminated out to parents and providers to capture details that will help F5R to go forward in future funding. Ms. Schoenberg indicated that based on a sample, existing providers have significant vacant capacity.

Commissioner Chair Wengerd asked how far the funding would go from Mecca. Ms. Schoenberg replied she hopes the funding will go from Mecca to Desert Hot Springs or further based on the 50% estimation per Zip Code.

What is the cost per child we are funding?

Ms. Schoenberg distributed handouts on RCOE's estimated funding per child for 2009-2010. She noted F5R is using the Regional Market Rate, serving 0-24 months at the Riverside County Regional Market Rate at a cost annually of \$10,281, ages 2-5 annually \$8,061. Starting at ranking 20-30 parents will have a 10% parent fee, starting at ranking 31-55 a 35% parent fee, and those at ranking 56-66 will have a 50% parent fee.

Ms. Schoenberg explained basic income level funding. The percentile recommended by RCOE is ranking 20. Ms. Schoenberg explained how parents qualify for scholarships and how payments are made to participating families noting that the parent fee will be paid directly to the provider; RCOE will follow their own individual payment policy.

Mr. Freedman added that Resolution 09-54 is to verify the action taken by the Commission at last month's Commission meeting. The contract with RCOE is not included in the packet and is being finalized. If the Commission approves the resolution staff will ask for authorization for the Chair and Vice-Chair to approve the contract once it is complete. Mr. Freedman clarified the motion per the recommendation and the Resolution. The Commission agreed to both.

09-54: Adopting the Recommendations of the Child Care Stakeholder Committee as the Final Action of the Riverside County Children and Families Commission Related to Funding for Scholarships Provided Through the Riverside County Office of Education Centralized Eligibility List (CEL) Award for the Period of October 1, 2009 through June 30, 2011

Recommended Action: That the Commission formally adopt the recommendation of the Child Care Stakeholder Committee as stated in the Resolution and approve the investment of funds contract between the Commission and the Riverside County Office of Education for an amount not to exceed \$8,000,000 for the period covering October 1, 2009 through June 30, 2011 and authorize the Executive Director or his designee to execute the necessary documents, actions and perform contract management to effectuate this Resolution, contingent on approval of the Executive Committee without requiring further action of the Commission.

Commissioner Stone moved to approve the recommendation and Resolution 09-54. Commissioner Vice-Chair Loew seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, One (1) opposed (Wengerd), One (1) vacant]*

E. Discussion/Action:

1. Increased Funding for Services Recommendations – Harry Freedman, Executive Director

Mr. Freedman provided an overview. He reminded the Commission that last month the Commission was not able to act on all recommendations due to a lack of quorum of non-conflicted Commissioners. The recommendations are presented in two recommendations, one for Early Care and Education (“ECE”) and one for Health services. He noted if the Commission approves the expansion resolution Ms. Schoenberg and Ms. Burroughs will provide preliminary information on their inquiries to agencies. They will bring back recommendations next month. He further noted that item E.b on the agenda for Funding Criteria for Emergency Fund and Community Response Funds appear to be part of Resolution 09-56 but should be considered separately and will be discussed by Ms. Smith later in the agenda.

09-55: Adopting Staff Recommendations Concerning Increased Funding for Early Care and Education through June 30, 2011

Deputy County Counsel, Tiffany North noted 09-55 and 09-56 should be taken for consideration separately as there are conflicts on both of them. She reported that four of the Commission members present have declared conflicts on Resolution 09-55. The “Rule of Necessity” will be enacted for this Resolution. Ms. North read the conflict statements for Commissioners Hoffman, Wengerd, Oltean, and Beasley as attached hereto.

Ms. North invoked the “Rule of Necessity.” She noted there are only four eligible non-conflicted Commissioners. One of the conflicted Commissioners’ names will be drawn out of the bowl. The Commissioner that is selected is selected for all matters on Resolution on 09-55. Ms. North provided individual cards containing the name of each Commissioner declaring a conflict. The cards were folded and placed in a basket by Ms. North. Commission Secretary, Lynn Stephens selected a card and Ms. North revealed that the card contained Commissioner Oltean’s name. Ms. North dismissed Commissioners Wengerd, Beasley and Frykman from the room.

Commissioner Stone recommended moving staff recommendation for Resolution 09-55 without further discussion. Commissioner Frykman seconded the motion. Commissioner Vice-Chair Loew clarified the motion to be approving the allocation of 4 million dollars for expansion of current contracts for additional spaces and/or scholarships, and 3 million dollars for new capacity for high need, capital and/or operational expenditures. The Commission agreed with Ms. Loew's clarification.

Recommended Action: That the Commission approve this Resolution to adopt the balance of staff recommendations regarding increased ECE funding presented on August 26, 2009. Further that the Commission authorize the Executive Director or his designee to execute the required documents, fund transfers and actions to effectuate this Resolution.

Commissioner Stone moved to approve Resolution 09-55. Commissioner Frykman seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Five (5) in favor (Loew, Supervisor Stone, Carrillo, Frykman (Oltean-reinstated by Rule of Necessity)), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant, Conflict Three (3) (Beasley, Hoffman, Wengerd)]*

(Commissioners Beasley, Hoffman, and Wengerd were out of the meeting during the time of discussion and vote)

Commissioner Vice-Chair Loew asked for the Commissioners to be called back in. She asked Ms. North if there was a way to shorten her disclosures. Ms. North replied that in invoking the Rule of Necessity she has to state all of it. The Political Reform Act requires she list it for each Commissioner.

For Resolution 09-56 there are only two conflicted Commissioners, Wengerd and Frykman. The Rule of Necessity does not have to be invoked on 09-56. Commissioner Vice-Chair Loew retained the Chair. Ms. Loew recapped what the Commission is considering in this Resolution, namely to allocate funding of 1.5 million to expand current health contracts, 4 million to be allocated to Healthy Families or other health access services for funding Healthy Families, and 2.9 million to maintain other health services produced by economic conditions. Supervisor Stone asked for the potential impact of the 4 million dollars if not needed by Healthy Families. Mr. Freedman noted staff can come back and request the Commission reallocate the 4 million dollars if not needed for Healthy Families.

09-56: Adopting Staff Recommendations Concerning Increased Funding for Health Programs through June 30, 2011.

Recommended Action: That the Commission approve this Resolution to adopt the balance of staff recommendations regarding increased funding for Health Services and Programs presented on August 26, 2009. Further that the Commission authorize the Executive Director or his designee to execute the required documents, fund transfers and actions to effectuate this Resolution.

Commissioner Stone moved to approve Resolution 09-56. Commissioner Beasley seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Six (6) in favor (Loew, Supervisor Stone, Carrillo, Beasley, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant, conflict Two (2) Frykman, Wengerd]*

(Commissioners Wengerd and Frykman were out of the meeting at the time of discussion and motion.)

2. Funding Criteria for Emergency Funding Opportunity and Community Response Funding Opportunity

Mr. Freedman reminded the Commission that what is listed as Discussion Item E. 1. b. should have been listed as separate agenda item. Ms. Smith provided a brief overview of the draft guidelines as noted below. The applications will be developed separately from the guidelines. They will come forward after they are released and have legal review.

Emergency Funding Guideline

Ms. Smith highlighted the overview section. The intent is to provide a temporary funding mechanism or support for emergency needs brought on by state, federal or other grant funding reductions or increased needs created by shortfalls that impact agencies' ability to meet existing needs. F5R will make sure funding decisions fall within the F5R Strategic Plan and priorities. Funds can be used to provide temporary direct services funding for agencies who have funding delays as a result of state funding with a six month maximum for support. Funds can be used to enhance agencies ability to assist families to connect with services and utilize services. Funds cannot be used to supplant current projects. Funds will be available to non profit or public agencies or partners of agencies including licensed child care agencies and homes. Current operational grantees are eligible to apply for funds. The available amount of 1.5 million will be reduced by actions already taken by the Commission on unsolicited requests. There is a maximum of \$200,000 per request. Staff will be able to review evaluations and bring recommendations to the Commission for further action. Contract templates will be brought back to the Commission prior to acting on proposals. The timeline for the Emergency Funding is October 1, 2009 through June 2011 or when the funds have been depleted.

Community Response Fund Guideline

Ms. Smith noted the purpose of this funding is to provide funds for community based projects that support early childhood development. Examples are listed in the guidelines including technical assistance to parents, maintaining support services, purchase and distribution of supplies for children 0-5. Funding provision will not violate supplantation issues. Non-profit or public agencies are eligible. Staff is recommending that this funding is not available to current operational grantees. There will be one project allowed per award period. The available amount of 1.5 million will be reduced by actions already taken by the Commission on unsolicited proposals. Staff's recommendation is a limit of \$5,000 for equipment and \$50,000 for total award. Proposals will be evaluated on the ability of the applicant to implement the project, as well as program innovation and creativity. Applications: will become available beginning November 1, 2009. The application deadline will be January 7, 2010. Recommendation of award will be made to agencies will be February 12, 2010. Recommendation to the Commission will be at February's Commission meeting. Contract finalization and negotiation will take place March 21-26, 2010, and contract starts up April 1, with programmatic, from July 1, 2010 through June 2011.

Commissioner Vice-Chair Loew asked for details on the dollar threshold. Ms. Smith responded that staff wanted to give as many agencies as possible the opportunity to apply for funding. Once staff sees how many applications are received there may be adjustments made. The equipment threshold was set to allow more money be allocated to direct services. She noted staff is open to Commission input on making changes to the amounts. Commissioner Vice-Chair Loew questioned if the \$50,000 threshold would be feasible in

achieving what could be innovative ideas from agencies and if the \$5,000 threshold would be too limiting.

Commissioner Frykman concurred with Commissioner Vice-Chair Loew's comments. He questioned what the risk would be of raising the threshold. He also suggested raising the cap on the equipment to at least \$10,000 or \$15,000 or to a reasonable cost to purchase equipment.

Commissioner Beasley agreed with Commissioner Frykman on increasing the equipment cap. She noted the importance of agencies being able to have good equipment and reiterated agencies need to be able to serve children with special needs. Mr. Freedman asked if the Commission preferred no caps which would allow F5R to evaluate proposals individually. The Commission agreed they would prefer no caps on the award and equipment on the Community Response Funding. Ms. Smith added that in terms of equipment staff could evaluate each proposal and remove the cap from the Community Response Funding Guideline.

Commissioner Frykman asked if the elimination of the cap was only for equipment or both. Mr. Freedman replied his understanding was that the elimination of the cap was for both.

In an effort to avoid receiving applications that will request all of the dollars available in the fund, Commissioner Frykman asked staff if there was a way to add verbiage in the guideline clarifying that the intent is for F5R to get as much money out to as many agencies as possible. Staff agreed to incorporate the suggested language as stated by Commissioner Frykman.

Chair Wengerd clarified the motions of the Commission:

1. Emergency Funding - the Commission proposed to approve the guideline as presented, leaving in the cap.
2. Community Response –the Commission proposed removing all caps.

Commissioner Vice-Chair, Loew moved approval of the draft of the Emergency Funding Opportunity Grant Guideline as presented and draft Community Response Funding Opportunity Grant Guideline with modification of the elimination of all caps. Supervisor Stone seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Wengerd, Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant, Zero (0) conflict].*

3. Thousand Palms Child Care Center Licensing and Contract Status Update – Harry Freedman, Executive Director

Mr. Freedman reminded the Commission of their previous decision to place Thousand Palms Child Care Center contracts on hold pending resolution of the licensing status. Since the probation has been lifted from Community Care Licensing, staff recommended the contracts be reactivated, with an extension of time sufficient to enable contract performance. This will result in additional slots in the Desert.

Commissioner Vice-Chair, Loew moved to approve staff recommendation as presented. Supervisor Stone seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Wengerd, Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant, Zero (0) conflict].*

4. Family Service Association One Time Only Contract Update– Harry Freedman, Executive Director

Mr. Freedman provided an update that FSA has come to a settlement agreement with Community Care licensing. He reminded the Commission of the recommendation to set aside \$200,000 to provide for expansion in Hemet with FSA having first right of refusal contingent on their providing expanded capacity at no cost to F5R. Pending verification of expansion in Hemet, and ability to expand within their existing licensure status, FSA is at this juncture. When the Commission acted there was no time set aside for the use of the funds. FSA was under the impression that there was a timeline of December 2009 to complete the additional expansion in Hemet. Mr. Freedman noted the Commission did not establish a timeline for the additional \$200,000 to be used. Mr. Freedman recommended F5R maintain Family Service Association's ability to have first right of refusal. The funds continue to be available until the RFP process for additional capacity expansion in January is available. If FSA is able to propose additional expansion by January they will maintain the \$200,000. If they indicate they are not able to or are not interested in the project, the \$200,000 will be added into the RFP for expansion in Hemet.

Mr. Freedman suggested an advance notice from FSA to exercise their right through the RFP period-Family Service Association would need to be able to complete the project by the date that is specified in the RFP process.

Commissioner Vice-Chair Loew clarified that F5R would need to know if FSA can use the funds in enough time to be able to incorporate the funds into the RFP process. Mr. Freedman responded F5R needs to know when releasing the RFP, if FSA has a commitment to use the funds.

Supervisor Stone moved to approve the staff recommendation and take away the first right of refusal from FSA if they are not going to use the funds by June 2010. Commissioner Vice-Chair, Loew added that if the RFP moves faster than anticipated, staff would need an answer from FSA sooner than June 2010. Supervisor Stone agreed with her note and moved to approve staff recommendation as presented with the modification for FSA to exercise their right of refusal for the \$200,000 to increase expansion in Hemet by the time the ECE RFP is issued, no later than June 2010, at that time the funds will be added to the RFP and designated for expansion in Hemet.

Commissioner Stone moved to approve staff recommendation as presented with the modification for FSA to exercise their right of refusal for the \$200,000 to increase expansion in Hemet by the time the RFP is issued, no later than June 2010. If FSA does not exercise its right of refusal because FSA cannot or does not want to use the funds by the time the RFP is issued, at that time the funds will be added to the RFP and designated for expansion in Hemet. Vice-Chair, Loew seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Wengerd, Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant, Zero (0) conflict].*

5. Unsolicited Funding Requests – Harry Freedman, Executive Director

Mr. Freedman reviewed requests as noted.

a. College of the Desert Foundation - McCarthy Family Child Development & Training Center

Request: \$44,100 for childcare scholarship assistance

Staff Recommendation:

Approve request for \$44,000 contingent on development of an agreement assuring that services for fourteen children as described in their request will be maintained through the second semester of the 2009-10 academic year.

Commissioner Stone moved to approve the proposal as presented. Commissioner Frykman seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Wengerd, Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant].*

Commissioner Chair Wengerd questioned how there could only be fourteen low income children. Ms. Schoenberg referred to Ms. Young in the audience for input.

Public Comment:

Leslie Young representing College of the Desert

Ms. Young responded to Commissioner Chair Wengerd's question regarding College of the Desert's request for scholarships for their child development center. She stated the request for scholarships are for children whose families are above income eligibility for the California Department of Education (CDE) child care subsidies

b. Anne Sullivan Nursery School and Preschool

Request: \$1,439,285 to expand their Child Development Center in Wildomar.

Staff Recommendation: Hold

Commissioner Frykman moved to approve staff recommendation to hold as presented. Commissioner Stone seconded the motion. *The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Wengerd, Loew, Supervisor Stone, Carrillo, Beasley, Frykman, Hoffman, Oltean), Zero, (0) abstain, Zero (0) absent, Zero (0) opposed, One (1) vacant].*

(A copy of Mr. Freedman's complete Report is on file at the Commission's business office.)

6. Commission Re-Structure Update –Commissioner Vice-Chair Loew

Commissioner Vice-Chair Loew noted they continue to work with the Board of Supervisors. Any decisions made in the next couple weeks will be communicated. She noted that one of the changes that will be a result made with the revision of the Ordinance is that alternates will be able to step in during instances of conflicts and absences so items will not have to be continued and the "Rule of Necessity" will not need to be invoked.

Commissioner Vice-Chair Loew reported she and Mr. Freedman attended the Santa Barbara First 5 Commission meeting. They received ideas of structure and how their alternates serve their Commission.

F. Information Items

1. August Financial Statements – Sandy Duncan, Administrator Fiscal

Ms. Duncan commented on the August financial statements. There is still confusion as to if F5R will receive revenue for Healthy Kids. She is seeking clarification from the State and will provide an update at next month's Commission meeting.

Ms. Duncan commented on the Emergency Fund money awarded to Father Time. Once there is clarification on the category it belongs in she will apply it accordingly by next month's financial statements.

The revenue for Prop 10 is an estimate this month. The State did not receive the tax allocation amount from the Board of Equalization. More accurate figures will be provided next month. Commissioner Beasley noted she likes the new format and she can read it better.

(A copy of Ms. Duncan's complete Report is on file at the Commission's business office.)

2. Quarterly Evaluation Reports – Johnathan McDannell, Administrator, Outcomes Management

Mr. Freedman noted Mr. McDannell is presenting the full year report and the one time only contract report. Mr. McDannell has revised the target criteria to accurately reflect the accomplishment per targets.

a. Agency Outcome Report Summary

Mr. McDannell noted that SOW targets have carried the same measurement in that each one needs to be attained each year. Mr. McDannell gave an overview of the target ranking in demonstrating accomplishment.

F5R has required the use of the DRDP-R but has subsequently recognized that the tool is not an adequate measure of the agencies' effectiveness. F5R will continue to require the DRDP tool and look at the aggregated annual results at the end of the year. Agencies will be kept to the timing constraints of when they need to perform the initial report within the first 60 calendar days. F5R will not include the targets that show the child progression; they have been deleted from today's report as well.

Mr. McDannell noted that staff will continue to investigate tools to use when evaluating outcomes for child care and preschool programs but they will continue to use the DRDP-R and DRDP access for FY 2009-2010. F5R has also changed the way child care centers document extended services before and after hours as well as the number of special needs children being served. The agencies now provide the number served versus having to project a number of which they have no control over for accomplishment purposes.

Accomplishment Status:

1. Based on full year data, 5 (8.5%) agencies did not fulfill their contract requirements.
2. Based on full year data, 6 (10%) agencies partially fulfilled their contract requirements. These partner agencies made progress toward target accomplishment, but did not meet the 90% threshold for fulfilling contract requirements.
3. Based on full year data, 48 (81.5%) agencies fulfilled their contract requirements. These partner agencies achieved target accomplishment.

Commissioner Beasley asked what happens when the slot for a special needs child is filled and a special needs child applies. Mr. McDannell replied that child will be considered for the next available opening.

b. One Time Only Report Summary

Three agencies are currently making progress towards meeting their target. Thousand Palms will be able to move forward with meeting their targets after today's action by the Commission to reinstate their contracts. F5R has not received Family Service Association's third quarter reports but is anticipating they will meet their targets. Manzo program has been completed; F5R staff are providing the agency the necessary follow

up on obtaining their third quarter reports. Three agencies provided curriculum training for providers. He noted they will be providing reports for the next five years to ensure the agency is still providing service for children 0-5. This information will be shared each year. A table was provided via the report that specified the number of children 0-5, parents and providers served through June 30, 2009.

Accomplishment Status:

1. **Agencies That Will Not Fulfill Their Contract Requirements**

No programs met this criterion for the quarter ending June 30, 2009.

2. **Agencies Status is Unable to be Predicted by F5R Staff**

We are unable to predict whether 3 (13%) agencies will accomplish contract requirements for the quarter ending June 30, 2009. These partner agencies are making progress toward target accomplishment. Activities have been implemented. Permit delays, extension for services and agencies being placed on hold make it difficult to predict service accomplishment at this time.

3. **Agencies Who Will Fulfill Contract Requirements**

For the quarter ending June 30, 2009, 20 (87%) programs have completed or will complete their service accomplishments.

(A copy of Mr. McDannell's report provided by Mr. Freedman is on file at the Commission's business office.)

3. **Public Relations Information – Jamie Ayala, Public Information Specialist**

Ms. Ayala provided an update on current F5R activities. October is Child Health Month. Several staff members will go to various agencies to inform them of the services funded through F5R. Ms. Ayala asked the Commission to calendar the October 31 early literacy campaign kick-off event at Barnes & Noble in Riverside. More information will be provided next month.

(A copy of Ms. Ayala's report provided by Mr. Freedman is on file at the Commission's business office.)

4. **Executive Director Report – Harry Freedman, Executive Director**

Mr. Freedman highlighted several areas in his written report. He reported there is a request from the Administrator of the Rob Reiner Center to sell a van purchased through a F5R contract, and second they would like to move the District's Nutrition Services unit into the Center.

Mr. Freedman and staff have consulted with County Counsel, and are not approving the request to sell assets purchased through F5R funds. F5R is suggesting that if the van is no longer needed, it can be placed with another funded agency where it can be used to provide services for the 0-5 population. F5R is approving the request to move the District's Nutrition Services unit into the Center, as long as it does not limit the possibility of direct service providers utilizing the space.

Public Comment:

Ms. Carol Jimenez, Perris Elementary School District reported on services being provided at the Rob Reiner Center.

(A copy of Mr. Freedman's' complete Report is on file at the Commission's business office.)

G. Funded Agency Public Comments

No Comments.

H. Public Comments

Holly Daasnes Child Care Advocate, Community Care Licensing

Since July 2009 there has been a 10% licensing fee increase. Notices to agencies will go out after October. Effective August 27, 2009 there will be a sweep of positions to reduce the department size by 1/3. Ms. Daasnes read a letter from the Director of Community Care Licensing with a response to the Governor's request that will eliminate low priority requirements. One of the proposals includes the stipulation that questions from the public will go to a centralized location for state duty officers to answer. The State is continuing to work with the link to the public to be able to disseminate automatic changes to the public.

Commissioner Beasley left the meeting 3:39 p.m.

I. Future Agenda Items

J. Commission Adjournment at 3:43 p.m. to the Regular Meeting of the Riverside County Children and Families Commission on Wednesday, October 28, 2009, beginning at 1:30 p.m. at:

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

Conflict of Interest: Any person, or group of persons present at this meeting, who wish (es) 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 Commission member, the Commission 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**