

**Riverside County Children and Families Commission**

***Special Joint Meeting of the  
Commission and Advisory Committee  
Tuesday, October 26, 2010 12:30 p.m.***  
**Riverside County Children and Families Commission  
Business Office  
2002 Iowa Avenue, Suite 100  
Riverside, California 92507**

**A. Call To Order:**

The Special Joint Meeting of the Commission and Advisory Committee was called to order at 12:33 p.m. by Susan Loew, Commission Chair.

Commissioners Present: Susan Loew, Supervisor Benoit; Sharon Baskett; Judee Cox; Eric Frykman (arrived at 12:34 p.m.); Steven Morford; Debbie Whitaker-Meneses; Lupe Ramos Watson; Debbie Franklin as Alternate for Commissioner Hoffman

Commissioners Absent: Jay Hoffman

Alternates Present: Connie Beasley; Georgann Koenig (arrived at 12:39 p.m.)

Alternates Absent: Sylvia Deporto; Stanley Grube; Touraj Shafai

Staff Present: Harry Freedman, Executive Director; Stella Smith, Deputy Director; Lynn Stephens, Executive Assistant/Commission Secretary; Arrin Banks, Administrator Grants and Contracts, Sandy Duncan, Administrator, Fiscal Services; Laurie Schoenberg, Administrator, Early Care & Education; Johnathan McDannell, Administrator, Outcomes Management; Pamela Luna, Administrator, Health and Community Programs, Sherry Watkins, Facilities & Operations Specialist; Jamie Ayala, Public Information Specialist, Cindy Brandon, Administrative Secretary; Elizabeth Watt, Office Assistant III; Cassandra Adams, Contract Specialist, Grants & Contracts; Carol Abella, Program Specialist, Early Care & Education; Jean Alexander-Booth, Program Specialist, Early Care & Education; Uniqua Burgess, Program Specialist, Health & Community Programs

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

First 5 Riverside Strategic Plan Consultant: Christina Bath Collosi

**B. Commission Business – Susan Loew, Commission Chair**

**1. Commission Member Comments**

Commission Chair Loew announced that Supervisor Benoit will need to leave early. Commissioner Hoffman and Commissioner Frykman are expected to attend but neither have arrived as of yet.

**2. Approval of September 23, 2010 Special Joint Meeting Minutes**

*Commissioner Morford moved to approve the Minutes of the September 23, 2010 special joint meeting of the Commission and Advisory Committee. Commissioner Cox seconded the motion. The motion carried [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Whitaker-Meneses, Morford, Watson), Two (2) Absent (Frykman, Hoffman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].*

*Commissioner Frykman arrived at 12:34 p.m. after the vote. At this time Commissioner Baskett left the meeting due to conflict concerning the State Budget Update Agenda item which was taken out of the scheduled order on the agenda. Alternate Debbie Franklin sat in for Commissioner Hoffman in his absence.*

### **C. Discussion/Action**

#### **1. State Budget Update and Recommendations Regarding Request Concerning Stage 3 Child Care Funding – Harry Freedman, Executive Director- This item was taken out of order of the agenda.**

Mr. Freedman referred the Commission to the documents in their packets and provided a brief overview of the problem created by the Governor's line item veto of Stage 3 Childcare funding. He indicated that legislative leadership has requested each County Commission to provide funding to maintain this service while a legislative solution is being explored. (Alternate Georgann Koenig arrived at 12:39 p.m.) Alternate Koenig sat in for Commissioner Baskett who declared a conflict on this agenda item. Commission Chair Loew announced that Commission Vice Chair Hoffman will not be able to attend today's so Alternate Debbie Franklin is sitting in for him. Commission Chair Loew provided an overview of Stage 3 program. She expressed concern that families who lose this child care due to the loss of Stage 3 funding may also lose their jobs as a result of no child care and end up back in the first stages of the CalWORKs program. She noted that F5R could only support the 0-5 children so there will still be a gap in funding for older children. DPSS is working statewide on finding out if families would be eligible for other existing services to bridge the gap.

Staff recommended that unless an alternate funding source becomes available prior to November 1, 2010, the Commission approve a transitional program through a contract with the Riverside County Office of Education (RCOE) to maintain services for children 0-5 who are currently receiving Stage 3 childcare services and terminating October 31, 2010 and those children who are on leave from this program and children who will transition from Stage 2 to Stage 3 during the funding period. Staff recommends that a maximum of \$ \$2,100,000 (\$700,000 per month) be made available for a contract for this purpose. This amount is based on an estimate of the funding required for provision of licensed and license exempt care for 1,000 children, and includes a 17%.5 Operational Support/Administrative cost rate for RCOE. The contract will extend no longer than January 31, 2011, with contract language requiring the repayment of F5R funds if State and/or other additional funding becomes available. Staff recommends that the Executive Director be authorized to execute such a contract, contingent on review and approval from legal Counsel and Commission Chair and Vice Chair.

Discussion ensued regarding the pros and cons of providing the temporary funding between Commission Members.

Supervisor Benoit moved to limit assistance to those who are in the program now so expectations are not built up for a program when there is reason to suspect the program's longevity is in question and recognizing this is a budget shift for the interim need to maintain only those currently in the program. Alternate Debbie Franklin seconded the motion.

Deputy County Counsel clarified that Supervisor Benoit's motion is to approve staff's recommendation with modification that F5R will only assist with funding for children who are currently enrolled in the program in Stage 3 and children who may transition from Stage 2 to Stage 3 during the three month transitional period. This would only include children 0-5 and include RCOE's 17.5% admin cost rate.

After brief discussion between the Members, the Commission acted on Supervisor Benoit's motion.

Supervisor Benoit moved to approve staff's recommendation with his modification:

Unless an alternate funding source becomes available prior to November 1, the Commission approves a transitional program to maintain Stage 3 child care services through a contract with the Riverside County Office of Education (RCOE) effective November 1, 2010 through January 31, 2011 in an amount not to exceed \$2,100,000 (\$700,000 per month) and inclusive of a 17.5% operational support/administrative cost rate for RCOE. The transitional program will maintain services for children who are currently receiving Stage 3 child care services scheduled to terminate October 31, 2010 or children who will transition from Stage 2 to Stage 3 prior with services ending January 31, 2011. The contract will reimburse for actual services delivered and include language requiring reimbursement to First 5 Riverside, if State and/or if other funding becomes available. The Executive Director is authorized to execute the contract, contingent on the prior review and approval of Commission legal counsel, Chair and Vice Chair.

Alternate Franklin seconded the motion. The motion carried. *[Following is the vote of the Commission members present: Eight (8) in favor (Loew, Supervisor Benoit, Cox, Frykman, Whitaker-Meneses, Morford, Debbie Franklin as Alternate for Dr. Hoffman, Georgann Koenig as Alternate for Commissioner Baskett), One (1) Absent, (Hoffman), One (1) Opposed (Watson), Zero (0) Vacant]. Commissioner Baskett left the room and did not participate in the discussion or vote. Alternate Georgann Koenig was called to participate in the vote and discussion*

*(Commissioner Baskett returned to the meeting at 1:12 p.m. and Alternate Koenig returned to her seat as Alternate.)*

#### **D. Reports**

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

Ms. Smith reviewed the resolutions as noted below. She suggested taking the resolutions in a block as there were no noted conflicts.

##### **10-43: Approving Staff Recommendations for Funding of Additional Facilities Assistance Fund (FAF) Contracts with Antilla Family Child Care and White Family Child Care and an Increase in the Overall Funding Amount For Additional Facilities Assistance Fund Contracts**

**Recommended Action:** **1)** That the Commission approve funding the remaining applications recommended by staff (White Family Child Care and Antilla Family Child Care) provided that the applicants are in good standing with Community Care Licensing and still need funding for the proposed projects. **2)** Authorize an additional \$17,894 plus \$216 (to correct a mis-stated amount from September – see note below) from ECE operational expansion dollars to fund the two proposals as recommended **3)** Authorize the Executive Director or his designee to take any other action relating to management of the contracts with the funded applicants without requiring further action of the Commission.

Ms. Smith reported that staff realized the two agencies referenced in this resolution were left out of prior recommendations to the Commission. In addition the amount needed to fully fund the proposals recommended in September was misstated at \$30,540 and should have been \$30,756 from Operational ECE Expansion Funds.

**10-44: Approving and Ratifying the Investment of Funds Contract for Emergency Funds Between the Foundation for Community and Family Health and the Riverside County Children and Families Commission for Fiscal Year 2010-2011 – Contract #3021 EF-11**

**Recommended Action:** 1) That the Commission approve and ratify the Investment of Funds Contract for Emergency Funds with The Foundation for Community and Family Health in the amount of \$161,211 and ratify the action for the period covering September 1, 2010 through June 30, 2011 2) Authorize the Executive Director or his designee to take any other action relating to management of the contracts with the funded applicants without requiring further action of the Commission. There were no questions or discussion on this resolution.

**10-45: Approving and Ratifying the Investment of Funds Contract for Emergency Funds Between Lutheran Social Services of Southern California and the Riverside County Children and Families Commission for Fiscal Year 2010-2011 – Contract #3025 EF-11**

**Recommended Action:** 1) That the Commission approve and ratify the Investment of Funds Contract for Emergency Funds with Lutheran Social Services of Southern California in the amount of \$88,000 for the period covering September 1, 2010 through June 30, 2011 2) Authorize the Executive Director or his designee to take any other action relating to management of the contracts with the funded applicants without requiring further action of the Commission. There were no questions or discussion on this resolution.

*Commissioner Frykman moved to approve Resolution 10-43 as presented for the following applications: #2198 Antilla Family Child Care and #2082 White Family Child Care and resolution 10-44 and 10-45 as presented. Supervisor Benoit seconded the motion. The motion carried [Following is the vote of the Commission members present: Nine (9) in favor (Loew, Supervisor Benoit, Baskett, Cox, Frykman, Whitaker-Meneses, Morford, Watson, Debbie Franklin as Alternate for Dr. Hoffman), One (1) absent, (Hoffman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].*

Mr. Freedman responded to Commissioner Morford's question about licensing requirements. He noted the two agencies approved in resolution 10-43 do not require licensing requirements for this particular contract.

*(Commissioner Frykman left the meeting at 1:18 p.m.)*

**E. Presentations**

- 1. Annual Audit for Fiscal Year 2009-2010 (a copy of the report may be obtained via the web at [www.rccfc.org](http://www.rccfc.org) and can be viewed at the Commission business office) – Teaman, Ramirez & Smith, Inc. Certified Public Accountants**

Ms. Duncan introduced Greg Fankhanel from Teaman, Ramirez & Smith, Inc. and stated that he would provide a review of the audit process, statements and findings. Mr. Fankhanel reported that the State has issued an audit guide related to F5R for the auditors to follow and reviewed the audit report as provide in the Commission packets. Mr. Greg Fankhanel reported the 2009-2010 audit process is complete with no exceptions, which means a clean opinion on the report. He further reported there were no significant issues. Any adjustments noted in the audit were corrected so there was nothing to report.

Mr. Fankhanel reported the Audit will be submitted to the State. He reviewed the financial statements noting there are no exceptions in the statements. Other required reports were shared

on internal controls. There was no material weaknesses identified nor internal control issues so a clean opinion is issued this year.

*(Commissioner Frykman returned at 1:19 p.m.) (Supervisor Benoit left the meeting at 1:20 p.m.)*

Mr. Fankhanel noted there were several findings in the prior year but only one this year. He pointed out the finding in the report for the Commission to reference in their packets. The finding is a continuation from the prior year relating to Commissioner compliance with completion and submittal timelines for Form 700 requirements. Under the state guidelines this was required to be reported. He further noted the required communications to the Commission is standard and there was nothing else worthy of bringing to the Commissions attention. Had there of been disagreements with Management it would be discussed during this section of the report.

*(Supervisor Benoit returned at 1:25 p.m.)*

Commissioner Watson asked why the letter to the Board said referenced significant audit findings when there are none listed. Mr. Fankhanel responded that the format of the audit presented is standard and acknowledged there are no significant findings. Commissioner Watson asked if Form 700 compliance was the only finding or were there other issues that were corrected prior to completion of the audit. Both Mr. Fankhanel and his colleague Ms. Laurie Marscher agreed the Form 700 submission was the only finding. Commissioner Watson expressed concern that the audit did not contain language that specifically stated there were no other findings. Mr. Freedman will provide the Commission with information to discuss GASB requirements per Commission Watson's request. Commission Chair Loew asked for further comments from the Commission and if there were any from the audience.

A. Public Hearing on the Annual Audit of the Riverside County Children and Families Commission for Fiscal Year 2009-2010

Commissioner Vice-Chair Loew opened the public hearing concerning the Annual Audit of the Commission for Fiscal Year 2009-2010. There being no requests for public comment Commission Chair Loew closed the public hearing.

B. **Resolution 10-46:** Adoption of the Annual Audit of the Riverside County Children and Families Commission for Fiscal Year 2009-2010

**Recommended Action:** That the Commission adopt the Annual Audit for Fiscal Year 2009-2010, as submitted, after public hearing on the document as required by Section 130140 of the Health and Safety Code. Authorize the Executive Director or designee to execute any documents necessary to effectuate this action.

*Commissioner Watson moved to adopt Resolution 10-46 as presented. Commissioner Frykman seconded the motion. The motion carried [Following is the vote of the Commission members present: Nine (9) in favor (Loew, Supervisor Benoit, Baskett, Cox, Frykman, Whitaker-Meneses, Morford, Watson, Debbie Franklin as Alternate for Dr. Hoffman), One (1) Absent, (Hoffman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].*

2. **Annual Report for Fiscal Year 2009-2010 (a copy of the report may be obtained via the web at [www.rccfc.org](http://www.rccfc.org) and can be viewed at the Commission business office) – Johnathan McDannell, Administrator Outcomes Management**

Mr. McDannell prefaced the presentation by stating that all County Commissions are required to comply with the legislative requirement to provide specific Annual Report information to the State Commission in a prescribed format. This State Annual Report document is separate from our local Annual Report and local Evaluation Report.

Mr. McDannell reported that since it is a standardized process, F5R cannot deviate from the format provided. The report, as attached, provides a comprehensive overview of program funding and initiatives and was completed in the design and format required by the State Commission for their purposes of reporting to the legislature on an annual basis. The annual report format is designed by the State, and the Report will be electronically submitted to F5CA along with the Annual Audit. It is anticipated that the evaluation report to be presented in January will provide more detail.

Mr. McDannell reviewed the power point as provided in the Commission packet. Mr. McDannell responded to Commissioner questions and observations concerning inconsistencies in some of the charts in the presentation. He will provide a corrected presentation to the Commission at a later date.

- A. Public Hearing on the Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2009-2010

Commissioner Chair Loew opened the public hearing concerning the report on the Annual Report of the Commission for Fiscal Year 2009-2010. There being no public comment and no requests to speak, Commission Vice-Chair Loew closed the public hearing.

- B. **Resolution 10-47:** Adoption of the Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2009-2010

**Recommended Action:** Adopt the Annual Report for Fiscal Year 2009-2010, as submitted, after public hearing on the document (required by Section 130150 of the Health and Safety Code). Authorize the Executive Director or designee to execute any documents necessary to effectuate this action.

*Commissioner Watson moved to adopt Resolution 10-47 as presented. Commissioner Frykman seconded the motion. The motion carried [Following is the vote of the Commission members present: Nine (9) in favor (Loew, Supervisor Benoit, Baskett, Cox, Frykman, Whitaker-Meneses, Morford, Watson, Debbie Franklin as Alternate for Dr. Hoffman), One (1) Absent, (Hoffman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].*

Commissioner Watson called it to the Commission's attention that they were past the hour allotted for business items and should move to the strategic plan discussion.

*(At 1:50 p.m. Supervisor Benoit left the meeting for the day.)*

## F. Discussion/Action

- 1. **Update and recommendation of the Commission Sub-Committee for the second level appeal of Tot Spot Daycare & Preschool regarding the New Capacity for High Needs Areas Funding Opportunity – Harry Freedman, Executive Director**  
The appeal sub-committee has met, and their recommendation will be presented during the December Commission meeting.

2. **Emergency Fund Recommendations for Jurupa Area Recreation and Park District Payments to Expand Child Care Services – Harry Freedman, Executive Director**

Mr. Freedman reported the applicant is requesting \$200,000 to expand child care program for 3-5 year olds. The current program serves 40 three to five year old children, and applicant is requesting funds to expand building to accommodate an additional 80 children.

Staff's recommendation is to deny this request because the request does not meet the Emergency Fund criteria. The Emergency Fund was created to address urgent funding needs that threaten to interrupt provision of essential services. This proposal would expand services, and is not an appropriate fit for this funding stream. In addition, it is not clear that additional capacity would be utilized in the current economic environment.

*Commissioner Frykman moved to approve staff's recommendation as presented. Commissioner Morford seconded the motion. The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Loew, Baskett, Cox, Frykman, Whitaker-Meneses, Morford, Watson, Debbie Franklin as Alternate for Dr. Hoffman), Two (2) Absent, (Supervisor Benoit, Hoffman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].*

3. **Autism Spectrum Disorder High Functioning and Low Birth weight Babies Requests for Proposals (RFP) Updates – Pam Luna Administrator Health & Community Programs**

Mr. Freedman reviewed the background as provided in the Commission packets. He recommended to defer the release of the RFP for the Stakeholders recommendation #3: Provide additional services/support for children who have developmental delays within two specified target groups: **(Total amount recommended for both groups is 1.35m)**

until the Strategic Plan is final to defer Autism Spectrum Disorder-provide services to children determined to be within ASD including intervention therapy and education and support for parents and child.

- Premature and Very Low Birth Weight Babies-early identification of developmental delays, education and support for parents and access to early intervention services.

Commissioner Morford agreed it is logical to hold off on releasing the RFPs. Commission Chair Loew noted her concern that the Health Stakeholders recommendation was identified as a priority from them previously and she was reluctant to hold off on the effort without a strategic plan date in place. She pointed out that the recommendation is consistent with the current strategic plan. Commissioner Watson commented it was not the top identified recommendation and she would like to see what Health Stakeholders first choices were before moving forward with their number three recommendation therefore she would like the Commission to continue with strategic plan session. Commissioner Baskett commented that staff should implement the Oral Health and Vision RFPs as scheduled so children can receive services since it is a high need. She supported moving forward with the RFP. A brief discussion took place.

Commissioner Watson moved to approve staff recommendation not to release the RFP as presented. Commissioner Morford seconded the motion. *The motion carried [Following is the vote of the Commission members present: Six (6) in favor (Cox, Frykman, Whitaker-Meneses, Morford, Watson, Debbie Franklin as Alternate for Dr. Hoffman), Two (2) Absent, (Hoffman, Supervisor Benoit), One (1) Abstain, (Baskett), One (1) Opposed, (Loew), Zero (0) Vacant].*

## G. Information Items

1. **Mental Health Initiative Primary Prevention and Vision Screening and Intervention Request For Qualifications (RFQ) Status – Pam Luna Administrator**  
There was no Commission discussion or questions on this item. *(A copy of Ms. Luna's complete report is on file at the Commission's business office.)*
2. **Contract Advances Update– Harry Freedman, Executive Director**  
There were no new requests received. There was no Commission discussion or questions on this item. *(A copy of Mr. Freedman's complete report is on file at the Commission's business office.)*
3. **Executive Director Report – Harry Freedman, Executive Director**  
There was no Commission discussion or questions on this item. *(A copy of Mr. Freedman's complete report is on file at the Commission's business office.)*
4. **September 2010 Financial Statements – Sandy Duncan, Administrator, Fiscal Services**  
There was no Commission discussion or questions on this item. *(A copy of Ms. Duncan's complete report is on file at the Commission's business office.)*
5. **Public Relations Update – Jamie Ayala, Public Information Specialist**  
There was no Commission discussion or questions on this item. *(A copy of Ms. Ayala's complete report is on file at the Commission's business office.)*

*Commission Chair Loew called a break from 2:00 p.m-2:05 p.m.*

*Commission Chair Loew called the meeting back to order at 2:05 p.m.*

## H. Strategic Plan Discussion – Christina Bath Collosi, Strategic Plan Consultant

**Countywide Community Data:** This document was provided as a follow up to the September 23 Commission meeting.

**Desired Outcomes:** Ms. Collosi recapped the information reviewed at September's Commission meeting and the timeline as provided in today's Commission packet. Commissioners were encouraged to develop a draft of their desired outcomes with large concepts today. Providing this information would allow Ms. Collosi seven weeks with F5R staff to develop strategies to present at the December Commission meeting.

**Fundamental Goal:** Commissioner Watson expressed the importance of noting F5R funds are for all children ages 0-5 not just the needy. Ms. Collosi agreed and added that it is the Commission's charge to determine where and how much they want to fund. Today's session will focus on what the Commission wants to achieve in the next five years. Ms. Collosi suggested adding an introduction to the new strategic plan.

The following ideas were highlighted during the Commission discussion:

- Be clear on strategy language that will target what F5R is trying to achieve (i.e. demographics and 0-5 age population)
- Clear headers on sections;

Ms. Collosi proposed to work with staff on wording that will flow better and on how to categorize each item. Commissioner Morford agreed that the Commission is open for suggestions and concurred with Ms. Collosi's recommendation to work with staff to prepare a draft for Commission review. Commissioner Baskett noted that five years ago F5R intended to separate child care and preschool readiness. She concurred with combining child care and early education under the Early Care and Education heading in the new Strategic Plan. She also suggested family support be identified for programs such as Parents As Teacher (PAT). Commissioner Cox agreed with Commissioner Baskett's suggestions. Commissioner Frykman asked for details on why the buckets were split during the initial strategic plan. Alternate Beasley commented that it was based on committee recommendations. Mr. Freedman pointed out that the public doesn't usually make the distinction between preschool and child care. (Commissioner Frykman left the meeting at 2:28 p.m.) There will be additional Commission discussion on allocation once categories are determined and presented by Ms. Collosi. Ms. Collosi noted that currently funding is equally distributed among the categories and this may not be the same once the new Strategic Plan is in place.

**Family Support:** Ms. Smith noted family support is a component in categories currently. Staff and Commission will look at how this piece will fit once the categories are determined.

**Online grantee survey:** The survey was released on October 12 for one week to over a 100 grantees. The purpose was to provide information to the Commission that would be helpful in developing the Strategic Plan. (Commissioner Frykman returned at 2:31 p.m.) Ms. Collosi noted she did a quality check to ensure there were no duplicates submitted by agencies out of the 72 received. (Alternate Debbie Franklin left the meeting at 2:35 p.m.) Ms. Collosi reviewed the most important issues slide. She noted the focus today is what are the most important issues and what are the top priorities. Ms. Collosi did a cross tab analysis across all programs. Items listed were on the most important list consisting of needs expressed across all categories and feedback was received with commonalities among the different areas. Ms. Collosi reminded the Commission this is strictly a grantee survey for consideration and is not presented nor should it be perceived as a community survey. There is no way to determine if the agency completing the survey was large or small while keeping it anonymous. Ms. Collosi noted there will be other opportunities to gather additional public input during the public event.

Commission Chair Loew commented the desired outcomes identified are consistent with the areas F5R has already chosen to invest in. She suggested taking into account some people may want to see F5R stay focused in areas they are currently funding. Ms. Collosi compared the most important issue slide with the desired outcomes noting that F5R is funding many services from desired outcomes. Inadequate nutrition was one of the most important issues in the survey but it did not make the list for desired outcomes.

Commission Chair asked if results of the survey are a byproduct of those who participated in the survey their desire for F5 to continue supporting current strategies. Ms. Collosi noted information before the Commission should be taken in the context of it being a grantees survey only.

**Summary of F5R Financial Forecast with Historical Data:** Ms. Colossi noted the data points that were presented at the last Commission meeting. Assumptions will be explored once the Commission knows what direction they would like to go. Commissioner Frykman noted he would like to see the more historical data. Ms. Colossi responded that if a column for 2008 is added to the data chart, it would be very similar to the 2009-2010 data. She pointed out the information provided today is a duplicate of the excel file from the last Commission meeting yet it shows more

history detail. Mr. Freedman responded that a document can be produced to show the prior years as requested by Commissioner Frykman.

**Commissioner Questions for Discussion:** Ms. Collosi reviewed key questions for Commissioner consideration.

1. What outcomes for *children and families* do you believe are most important for F5R to achieve in the next 5 years?
2. Given the F5 Riverside fiscal outlook, are there outcomes that are countywide priorities and others that should be targeted?
3. Is it a better strategy to invest broadly across the county, deeply within certain populations/geographic areas, or a combination of strategies?

Ms. Collosi offered to work with staff to come up with strategies and concepts to bring back to the Commission and suggested the Commission readopt the current vision and mission statement.

Commissioner Watson suggested the Commission focus on programs. She noted that she would like to focus on areas where the Commission can build, recognize available child care deficiencies and areas where we can see measurable results. Mr. Freedman added there continues to be various areas to invest in and there are some topical areas that a lasting impact can be made. Ms. Collosi noted even if F5R invested all funds in one area there would still be a tremendous needs in another category. She suggested the Commission prioritize the outcomes they would like to work on based on what they could sustain or measure. Commissioner Morford suggested investing in parents so they can take care of nutrition and other family needs. Commissioner Chair Loew commented many grantee agencies are depending solely on F5R, she questioned if the timing would be right to emphasize leveraging, and if so funded agencies will have to look at resources available through other agencies to create more sustainability. Alternate Beasley pointed out that partnerships are possible but many agencies are experiencing the same downward spiral. Commissioner Morford supported the concept of leveraging. He suggested looking at agencies cost structures. Commissioner Whitaker-Meneses suggested that as the Commission looks at outcomes they want to build into the RFPs process, they should consider how the agency will institutionalize their outcomes. She noted that sometimes funding that comes from a source such as F5R allows the funded organization to develop data collection methods that produce evidence of the program's value. This could lead to successful practices that can be replicated and convince the funded agency management to continue the program even when outside funding such as F5R is no longer available. Commissioner Whitaker-Meneses suggested that F5R emphasize and approach RFP's with the concept of providing seed money to enhance or get programs going so that applicants do not consider this as a permanent funding source. Ms. Collosi referred the Commission to sustainability information in the grantee survey report.

**Criteria Highlights to note:**

- Ability to leverage
- Sustaining results

Commissioner Cox noted some of the strategies on the current plan could be taken off because some of the indicators would be different with the new plan.

**Desired Outcomes/Objectives Large Order Item list:**

**Family Support and Education/Resource and Referral and Educational Tools**

1. Parent Education

2. Quantity quality, sustainability, affordability, access and utilization of family and center based Early Care and Education for children 0-5 (encompassing child care and education programs)
3. Quantity quality, sustainability, affordability, access and utilization of family and center based Early Care and Education for children 0-5
4. Quantity quality, sustainability, affordability, access and utilization of primary health care including dental, mental, nutrition, special needs preventative care

Commission Chair Loew clarified Early Care and Education is encompassing prior services that were under both child care and education will be collapsed into one bucket. Commissioner Cox noted the importance of the agencies looking at sustainability. Commissioner Basket noted family support will be a resource and referral service that F5R can provide. Education would be on specific tools. Ms. Collosi will work with staff and bring back recommendations to the Commission.

Ms. Collosi noted some Commissions are involved in policy work or technical assistance for grantees. She noted she can work with staff to come up with systems change strategies within each area to present to the Commission. Commissioner Watson asked Ms. Collosi to integrate the new formation of adding F5R to work with governmental agencies policy makers so they can work with F5R understand what they need to do at the policy level so the community responds to the need. After Commission discussion the following suggestions were made:

**Systems Policy Highlights:**

- F5R work with policy makers
- F5R provide technical assistance
- F5R look at communicating with partners and grantees

**Potential Separate Item for Strategic Plan;** An Assessment Center Christina will discuss with staff

- Workforce development (building capacity or health?)
- Alternate Beasley suggested going to the Volunteer Center for information on available space for capacity

Commissioner Frykman suggested revisiting Medical Home program under the systems change category. Alternate Beasley pointed out that she was Chair of the prior Medical Home committee and would be interested in working on it again. This previous program focused on seeking funding for children with special needs. Commissioner Frykman explained the concept of the one stop system with a location to support the overall healthy development of a child. Commissioner Morford mentioned Riverside Unified School District tried an educational system similar to the Medical Home and it broke down due to the extensive cost. Commissioner Frykman commented Medical Home may be worth revisiting it will be a big part of the future.

**Medical Home Highlights:**

- Geographically Broad
- Share of Cost
- Leverage dollars

Commissioner Cox noted California Endowment's Coachella Valley project is not funding individual agencies at this point. Commissioner Frykman suggests the Commission make decisions case by case, based on staff recommendations rather than bind the Commission to one commitment now. Commission Chair Loew added she would like the Commission to make an effort to make a distribution of funds across the county rather than in a certain area.

**Ms. Collosi summed up the Commission discussion.**

- Commission will not choose specific places now for funding. This is to be determined through RFPs
- Majority of distribution of funds depends on the specific RFP
- There will be a long list of strategies that may have to be limited once the Commission determines where to target funds. (Deputy county counsel Tiffany North left the meeting at 3:44 p.m.) (Commissioner Baskett added F5R needs to look at shares of cost (bridge funding) for some of the services we are funding in order to help our funding go further with the working class)
- Commission mandate Share of cost –bridge funding
- Commission review agency cost structures

Ms. Collosi suggested the Commission decide on a smaller number of strategies to serve a larger number of people. She asked if the Commission would rather fund a smaller number of strategies. Commissioner Frykman suggested staff provide the Commission information that shows how much funding currently goes into each program to assist them with their decision making process. Mr. Freedman responded that staff can provide this information.

Alternate Beasley proposed that the Advisory Committee explore with the Medical Home program for Strategic Plan purposes. Commission Chair Loew responded that it is too soon to take that project on. She thanked Alternate Beasley for her enthusiasm.

Ms. Collosi pointed out in each area there are a list of strategies in the current Strategic Plan and described the next steps for Commission consideration: Ms. Collosi will work with staff and research the items outlined above. She will come up with a few strategies per area; there was Commission consensus to move forward as proposed.

Commissioner Morford commented that the Commission should be more aggressive with the requirement of having agencies utilize F5R funds as a last resort. Commission Chair Loew agreed and added the Commission can make it a requirement that agencies leverage to match and expand services. Ms. Collosi will work with staff and come back to the Commission with proposals. Commissioner Frykman suggested a focus group to recommend proposals to the Commission without using the current strategic plan information. Commissioner Cox suggested the Commission could make suggestions on their strategic plans in their packets and turn into Ms. Collosi. Ms. Collosi noted F5R will be getting other feedback through public interactions. Commission Chair Loew requested all information to be included in the Commission packets including items that are being taken out of the Strategic Plan as well as the items being left in. The Commission agreed with allowing Ms. Collosi to work with staff in establishing recommendations and bringing back to them for final approval.

It was the consensus of the Commission to schedule the next meeting for December 16 at 12:30 p.m. The focus is to be on the strategic plan, essential business items and hold presentations until this process is completed. A light lunch will be served at noon. Commission Secretary will send out a notice with the earlier start time.

*(Commissioner Watson left the meeting at 4:03 p.m.)*

*(A copy of Ms. Bath Colossi's complete report is on file at the Commission's business office.)*

## **I. Funded Agency Public Comments**

1. Deborah Clark Crews, Riverside County Child Care Consortium: Ms. Clark Crews responded to a previous Commission question regarding the need to continue funding the CARES program. She shared a power point handout from a meeting with the Early Learning Advisory Committee. The handout noted the importance of child care staff having a college education. (A copy of Ms. Clark Crew's handout is on file at the Commission Business Office)
2. Candy Curiel, Family Service Association: Ms. Curiel reported on the progress of the Mental Health Initiative. She noted the partnership between Family Service Association and Riverside County of Department of Mental Health is going well. They anticipate providing a presentation to the Commission in the next few months after the Strategic Plan process is over. Ms. Curiel noted they anticipate serving all of the families and providing all the services they expected with the average duration of service is three months and for those who need more assistance the duration can range from six months to a year.
3. Laurie Haessly, Supervising Nutritionist Department of Public Health: Ms. Haessly reported the Women Infants and Children (WIC) program serves approximately 95,000 pregnant breastfeeding women and infants and children in Riverside County that are 0-5. She suggested F5R go into WIC sites and talk to staff and participants. Commissioner Frykman noted F5R previously partnered with the Health Department to expand WIC. He noted the Health Department would be happy to help out.

## **J. Public Comments**

No Public Comments.

## **K. Future Agenda Items**

Strategic Plan discussion.

**L. Future Agenda Items**

It was the consensus of the Commission to begin the December 16 Commission meeting at 12:30 p.m. instead of 1:30 p.m. A light lunch will be served. Commission Secretary will send out a notice to the Commission and Alternates reflecting the new call to order time. Commission Adjournment at 4:14 p.m. to the Special Joint Meeting of the Riverside County Children and Families Commission and Advisory Committee on Thursday, December 16, 2010 beginning at 12:30 p.m.:

**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) days prior to the meeting date:

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

If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above.

Upon request, this Agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.