

**AGENDA
PUBLIC NOTICE**

Special Joint Meeting of the Commission and Advisory Committee
Thursday, December 16, 2010
12:30 p.m.

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

This notice shall confirm the Special Meeting between the Commission of the Riverside County Children and Families Commission and its Advisory Committee.

Note: If special accommodations are needed to participate in this meeting, please contact Lynn Stephens, Commission Secretary, at (951) 248-0014 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 Commission 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 RCCFC meeting.

- A. Call to Order – Susan Loew, Commission Chair

- B. Commission and Advisory Committee Business – Susan Loew, Commission Chair
 - 1. Commission Member Comments

 - 2. Advisory Committee Comments

 - 3. Approval of the Minutes of the October 26, 2010 Special Joint Commission Meeting with the Advisory Committee

 - 4. Approval of the Minutes of the August 26, 2010 Special Meeting of the Advisory Committee

- C. Presentations
 - 1. Recognition of the Deputy County Counsel Tiffany North, Susan Loew, Commission Chair, Harry Freedman, Executive Director and Stella Smith, Deputy Director

D. Reports

1. Resolution Report – (Action) – Stella Smith, Deputy Director
Resolutions 10-48 through 10-52 will be submitted for block approval. Resolution 10-53 and 10-54 will be considered separately to provide additional information. Commissioners have the option of excluding items from the block motion. All resolutions, including contracts and amendments referenced therein, have been reviewed by County Counsel and approved as to form.

10-48: Approving and Ratifying the Third Amendment to the Contract between the Riverside County Children and Families Commission and Nuview Union School District for State School Readiness – **Contract # 7018 SR 09**

10-49: Approving and Ratifying the Amendments to the One Time Only Contracts

10-50: Approving and Ratifying the First Amendment to the Professional Services Contract between the Riverside County Children and Families Commission and Acorn Technology Corporation – **Contract 1049 PSC-11**

10-51: Approving Staff Recommendations to Grant Funds for the Mental Health Initiative Primary Prevention Education and Outreach Campaign and Authorizing the Executive Director to Move Forward with Negotiation and Execution of an Investment of Funds Contract with Hershey/Cause for the Period Covering January 1, 2011 through December 31, 2012 – **Contract #3301 MH-11**

10-52: Approving Modifications to the October 26, 2010 Riverside County Children and Families Commission Action Regarding Contracting with Riverside County Office of Education (RCOE) for the Stage 3 Child Care Program – (October 26, 2010 Agenda Item C1)

10-53: Adoption of the Revised Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2009-2010
 - a. Public Hearing on the Revised Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2009-2010

E. Discussion/Action

1. Update and recommendation of the Commission Sub-Committee for the second level appeal of Tot Spot Daycare & Preschool Inc. regarding the New Capacity for High Needs Areas Funding Opportunity – Jay Hoffman, Vice Chair

10-54: Adoption of the Recommendation of the Appeals Subcommittee as the Final Action of the Riverside County Children and Families Commission Regarding the New Capacity for High Needs Funds Appeal Tot Spot Daycare and Preschool Inc.
2. Emergency Fund Recommendations – Harry Freedman, Executive Director
 - a. University of California (UCR) Child Development Center request for funding to offset the loss of a grant from the US Department of Education for the Child Care Access Means Parents in School Program.
 - b. Renu Hope Foundation request for funding for damage caused during roof repairs
3. College of the Desert request to extend funding for existing New Capacity Contract

4. CARES Plus Request for Application (RFA) Report and Recommendation – Laurie Schoenberg, ECE Administrator
- F. Strategic Plan Discussion/Action – Christina Bath Collosi, Strategic Plan Consultant
- G. Information Items
1. Vision Screening and Intervention Request for Qualifications (RFQ) Report and Recommendation – Pam Luna Administrator Health & Community Programs
 2. Quarterly Evaluation Reports – Johnathan McDannell, Administrator, Outcomes Management
 3. Executive Director Report – Harry Freedman, Executive Director
 4. October and November 2010 Financial Statements – Sandy Duncan, Administrator, Fiscal Services
 5. Public Relations Update – Jamie Ayala, Public Information Specialist
 6. 2011 Schedule for the Regular Meetings of the Riverside County Children and Families Commission
- H. Funded Agency Public Comments
- I. Public Comments
- J. Future Agenda Items
- Midyear Budget/Activity Review

- K. Commission Adjournment to the Joint Meeting of the Riverside County Children and Families Commission and the Advisory Committee Thursday, January 27, 2011, 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) 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.

Riverside County Children and Families Commission

***Special Joint Meeting of the
Commission and Advisory Committee***
Thursday, December 16, 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 12:38 p.m. by Susan Loew, Commission Chair.

Commissioners Present: Susan Loew, Supervisor Benoit; Sharon Baskett; Eric Frykman; Jay Hoffman; Steven Morford; Debbie Whitaker-Meneses; Lupe Ramos Watson; Touraj Shafai, as Alternate for Judee Cox

Commissioners Absent: Judee Cox

Alternates Present: Connie Beasley; Stanley Grube

Alternates Absent: Sylvia Deporto, Debbie Franklin, Georgann Koenig

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; Dr. 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; Carol Abella, Program Specialist, Early Care & Education; Jean Alexander-Booth, Program Specialist, Early Care & Education

Patricia Munroe, was in attendance as legal counsel for the Commission.

First 5 Riverside Strategic Plan Consultant: Christina Bath Collosi

B. Commission Business – Susan Loew, Commission Chair

1. Commission Member Comments

Commission Chair Loew shared a holiday card received from Inland Preschool with the Commission.

Commissioner Frykman addressed the Commissioners and public expressing the importance of everyone receiving their booster shot for Whooping Cough and to continue receiving other vaccinations as appropriate.

Supervisor Benoit reported this is his last meeting as a Commissioner. Supervisor Buster will be the representative on the Commission beginning January 2011 with Supervisor Ashley as Alternate.

2. Advisory Committee Member Comments: Nothing to report.

Mr. Freedman reported Commissioner Hoffman retired from Nuview Union School District after 28 years of service. He will continue as a Commissioner and Vice President.

3. Approval of October 26, 2010 Special Joint Meeting Minutes and Approval of the Minutes of the August 26, 2010 Special Meeting of the Advisory Committee

Commissioner Frykman moved to approve the Minutes of the October 26, 2010 special joint meeting of the Commission and Advisory Committee and the Minutes of the August 26, 2010 special meeting of the Advisory Committee. Commissioner Morford seconded the motion. The motion carried [Following is the vote of the Commission members present: Eight (8) in favor (Loew, Supervisor Benoit, Baskett, Frykman, Whitaker-Meneses, Morford, Watson, Advisory Member Dr. Shafai as Alternate for Judee Cox), One (1) Absent (Cox), One (1) Abstain, Hoffman, Zero (0) Opposed, Zero (0) Vacant].

[Following is the vote of the Advisory Committee members present: Two (2) in favor (Beasley, Grube), Three (3) Absent (Koenig, Deporto, Franklin), Zero (0) Abstain, Zero (0) Opposed, One (1) Vacant].

C. Presentations

1. Recognition of the Deputy County Counsel Tiffany North by Susan Loew, Commission Chair, Harry Freedman, Executive Director and Stella Smith, Deputy Director

Ms. North was recognized for her service to F5R as Deputy County Counsel. She was given honorary F5R shoes as a token of appreciation.

D. Reports

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

Ms. Smith reviewed resolutions 10-48 through 10-52 as noted below.

10-48: Approving and Ratifying the Third Amendment to the Contract between the Riverside County Children and Families Commission and Nuview Union School District for State School Readiness – **Contract # 7018 SR 09**

Ms. Smith noted Commissioner Hoffman has a conflict and his Alternate, Debbie Franklin was not present to fill in for him.

Recommended Action: That the Commission, **1)** approve the Third Amendment to the contract with Nuview Union School District as attached to the resolution contingent on First 5 California’s approval of the School Readiness budget amendment request **2)** authorize the Executive Director or his designee to take any other action relating to management of the contract without requiring further action of the Commission.

Commissioner Frykman moved to approve Resolution 10-48 as presented. Commissioner Morford seconded. The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor (Loew, Supervisor Benoit, Baskett, Frykman, Whitaker-Meneses, Morford, Watson, Advisory Member Dr. Shafai as Alternate for Judee Cox), One (1) Absent (Cox), One (1) Abstain, Hoffman, Zero (0) Opposed, Zero (0) Vacant].

Commissioner Watson requested Deputy County Counsel Munroe to confirm whether a Commissioner has to leave the room when there is a conflict. The Commission continued with the current practice of having the Commissioners leave the room during the meeting pending Ms. Munroe's clarification.

10-49: Approving and Ratifying the Amendments to the One Time Only Contracts

Ms. Smith noted conflicts for Commissioner Frykman, Baskett and Alternate Beasley. At this time Commissioners Frykman and Baskett left the meeting at 12:49 p.m. and returned at 12:50 p.m. and were not party to the discussion or vote.

Recommended Action: That the Commission **1)** approve the Amendment to the Investment of Funds One Time Only Contracts as attached to the resolution and, **2)** authorize the Executive Director or designee to execute the necessary actions and/or documents to effectuate this action, without requiring further action by the Commission.

Supervisor Benoit moved to approve Resolution 10-49 as presented. Commissioner Watson seconded. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Hoffman, Whitaker-Meneses, Morford, Watson, Advisory Member Dr. Shafai as Alternate for Judge Cox), One (1) Absent (Cox), Two (2) Conflicts (Baskett, Frykman) Zero, (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

10-50: Approving and Ratifying the First Amendment to the Professional Services Contract between the Riverside County Children and Families Commission and Acorn Technology Corporation – Contract 1049 PSC-11

Ms. Smith noted there were no known conflicts on this resolution and provided a brief overview.

Recommended Action: That the Commission **1)** approve the First Amendment to the Professional Services Contract with Acorn as attached to the resolution and, **2)** authorize the Executive Director or designee to execute the necessary actions and/or documents to effectuate this action, without requiring further action by the Commission.

Commissioner Frykman moved to approve Resolution 10-50 as presented. Commissioner Watson seconded. The motion carried. [Following is the vote of the Commission members present: Nine (9) in favor (Loew, Supervisor Benoit, Baskett, Frykman, Hoffman, Whitaker-Meneses, Morford, Watson, Advisory Member Dr. Shafai as Alternate for Judge Cox), One (1) Absent (Cox), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

10-51: Approving Staff Recommendations to Grant Funds for the Mental Health Initiative Primary Prevention Education and Outreach Campaign and Authorizing the Executive Director to Move Forward with Negotiation and Execution of an Investment of Funds Contract with Hershey/Cause for the Period Covering January 1, 2011 through December 31, 2012 – Contract #3301 MH-11

Ms. Smith noted conflicts for Commissioner Hoffman and Frykman and Alternate Beasley. At this time Commissioner Frykman and Hoffman left the room prior to discussion and vote at 12:52 p.m. and returned at 12:53 p.m.

Commission Chair Loew noted the Mental Health Initiative Primary Prevention contract is supporting the awareness campaign however it has subcontractors that have conflicts.

Recommendation Action: That the Commission **1)** approve the award of funds not to exceed \$1,300,000 over 24 months to Hershey/Cause for the implementation of the Mental Health Initiative Education and Outreach Campaign from January 1, 2011 through December 31, 2012, **2)** Authorize the Executive Director or designee to move forward with the negotiation of an Investment of Funds Contract as stipulated above, and **3)** Authorize the Executive Director or designee to finalize and execute contract subject to legal review, using the Commission approved Investment of Funds Contract template, and take action relating to management of this contract without requiring further action of the Commission.

Commissioner Morford moved to approve Resolution 10-51 as presented. Commissioner Watson seconded. *The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Whitaker-Meneses, Morford, Watson, Advisory Member Dr. Shafai as Alternate for Judge Cox), One (1) Absent (Cox), Two (2) Conflicts, (Frykman, Hoffman) Zero (0) Opposed, Zero (0) Vacant].*

10-52: Approving Modifications to the October 26, 2010 Riverside County Children and Families Commission Action Regarding Contracting with Riverside County Office of Education (RCOE) for the Stage 3 Child Care Program – (October 26, 2010 Agenda Item C1)

Ms. Smith explained the changes in contract revising its funding from three to one month along with the change in the calculation of the administration rate. At this time Commissioner Baskett's conflict was noted and she left the room prior to discussion and vote at 12:53 p.m. and returned at 12:55 p.m.)

Recommended Action: That the Commission **1)** approve the amendments to its October 26, 2010 actions relating to contracting with the Riverside County Office of Education for provision of Stage 3 Child Care, specifically a) 17.5% administrative support based on the California Department of Education formula (17.5%/82.5%=21% of provider payments) b) establishing January 1, 2011 – January 31, 2011 as the contract performance period and, **2)** authorize the Executive Director or designee to execute the necessary actions and/or documents to effectuate this action, without requiring further action by the Commission.

Commissioner Frykman moved to approve Resolution 10-52 for the RCOE Stage 3 Child Care Program as presented. Commissioner Whittaker-Meneses seconded the motion. The motion carried [Following is the vote of the Commission members present: Eight (8) in favor (Loew, Supervisor Benoit, Frykman, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai as Alternate for Judge Cox), One (1) absent, (Cox), One (1) Conflict (Baskett), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

10-53: Adoption of the Revised Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2009-2010

Ms. Duncan provided an update on the revision to the Annual Report. She explained the re-class in the report was done at the direction the State Commission.

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

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

- b. **Resolution 10-53:** Adoption of the Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2009-2010

Recommended Action: Adopt the Revised 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 Frykman moved to adopt Resolution 10-53 as presented. Commissioner Watson seconded the motion. The motion carried [Following is the vote of the Commission members present: Nine (9) in favor (Loew, Supervisor Benoit, Baskett, Frykman, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai as Alternate for Judee Cox), One (1) Absent, (Cox), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

E. Discussion/Action

1. **Update and recommendation of the Commission Sub-Committee for the second level appeal of Tot Spot Daycare & Preschool Inc. regarding the New Capacity for High Needs Areas Funding Opportunity – Jay Hoffman, Vice Chair**

10-54: Adoption of the Recommendation of the Appeals Subcommittee as the Final Action of the Riverside County Children and Families Commission Regarding the New Capacity for High Needs Funds Appeal Tot Spot Daycare and Preschool Inc.

Commissioner Vice Chair Hoffman shared the Sub-Committee's report with the Commission. He reported the Sub-Committee's recommendation is to deny the appeal of Tot Spot Daycare & Preschool Inc. Mr. Freedman pointed out more detailed information on the Sub-Committee's report is in the Commissions packet for their reference. He also noted that First 5 Legal Counsel was involved during the Sub-Committee's process.

Recommended Action: That the Commission **1)** adopt the recommendation of the subcommittee as the final action of the full Commission, and **2)** authorize the Executive Director or designee to execute the necessary actions and/or documents to effectuate this action, without requiring further action by the Commission.

Commissioner Morford moved to approve the recommendation of the Sub-Committee 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, Frykman, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai as Alternate for Judee Cox), One (1) Absent, (Cox), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

Commission Chair Loew noted in response to a question by Supervisor Benoit that the second level appeal is the final level and opportunity for the agency to appeal to the Commission.

2. Emergency Fund Recommendations – Harry Freedman, Executive Director

- a. University of California (UCR) Child Development Center request for funding to offset the loss of a grant from the US Department of Education for the Child Care Access Means Parents in School Program.
- b. Renu Hope Foundation request for funding for damage caused during roof repairs

Mr. Freedman provided an overview of the requests. He reported staff recommends denying both requests as they are not consistent with the intent of the Emergency Fund. A brief discussion ensued.

Supervisor Benoit moved to approve staff recommendation to deny the Emergency Fund requests of the University of California (UCR) Child Development Center and Renu Hope Foundation as presented. Commissioner Hoffman seconded the motion. The motion carried [Following is the vote of the Commission members present: Nine (9) in favor (Loew, Supervisor Benoit, Baskett, Frykman, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai as Alternate for Judee Cox), One (1) Absent, (Cox), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

3. College of the Desert request to extend funding for existing New Capacity Contract

Mr. Freedman referred the Commission to the letter in their Commission packet from College of the Desert. He reported that staff recommends approval of their request. A brief discussion ensued.

Supervisor Benoit moved to approve staff recommendation to extend funding for the College of the Desert's existing New Capacity Contract as presented. Commissioner Morford seconded the motion. The motion carried [Following is the vote of the Commission members present: Nine (9) in favor (Loew, Supervisor Benoit, Baskett, Frykman, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai as Alternate for Judee Cox), One (1) Absent, (Cox), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

4. CARES Plus Request for Application (RFA) Report and Recommendation – Laurie Schoenberg, ECE Administrator

Due to potential conflicts, Commissioners Baskett and Whittaker-Meneses left the meeting during this discussion at 1:07 p.m. Mr. Freedman noted the CARES Plus application is due to the State Commission next month, and provided a brief overview and explained the timing issue given the Commissions current status with the strategic planning process. Mr. Freedman reported stakeholders and staff recommends moving forward with applying. He explained F5R has engaged a consultant from F5 Association to assist with writing the application. The required form to have F5R serve as lead agency was submitted to the State but can be withdrawn if the Commission chooses not to apply.

Ms. Schoenberg provided a brief overview to the summary provided in the Commission packet. She noted F5R has first right to refusal and first right to submit the application. There were no other agencies that came forth to meet the match. A discussion ensued regarding the pros and cons of applying for CARES Plus.

Staff Recommendation:

1. Authorize submission of the CARES Plus application to the State Commission for up to the maximum amount available.
2. Authorize F5R to serve as the Lead agency for the project, and

3. Authorize up to \$1.8 million in local funds over a two year period to serve as the required match.

Commissioner Watson 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: Seven (7) in favor (Loew, Supervisor Benoit, Frykman, Hoffman, Morford, Watson, Shafai as Alternate for Judee Cox), One (1) Absent, (Cox), Two (2) Conflict (Baskett, Whittaker-Meneses) Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

(Commissioners Whittaker-Meneses and Baskett returned to the meeting at 1:23 p.m. and were not in the meeting during the discussion or vote.)

F. Strategic Plan Discussion/Action – Christina Bath Collosi, Strategic Plan Consultant

Ms. Smith provided an introduction. Staff has worked with Ms. Collosi to provide strategies based on discussion at prior Commission meetings. The recommendations are meant to provide thoughts as a basis for discussion. The proposed strategies are for Commission evaluation and the Commission may accept recommendations or edit them, and prioritize as they deem appropriate.

Review of Progress: Ms. Collosi reviewed Commission progress from the September through December 2010 Commission meetings.

Public Events: In January there will be four separate meetings, two for parents and two for stakeholders. Ms. Collosi provided copies of the public event flyers to the Commission to distribute to their partner agencies or other interested parties. The public events will be held on January 5 at First 5 Riverside Business office and January 6, 2011 at the Cathedral City Library. Commissioner Frykman encouraged Commissioners to attend at least one of the public events. The input received from these events will be incorporated in the information presented to the Commission at the January 2011 meeting. The agenda for the January Commission meeting will include a draft of where F5R is heading and Ms. Collosi will lead a discussion on leveraging.

Discuss Term of Strategic Plan: To be discussed at a later date.

Review and Discuss Fiscal Outlook: The conversation centered around desired outcomes, focus areas and strategies.

Ms. Collosi reviewed strategic plan documents provided in the Commission packets beginning with the fiscal data. She pointed out an inflation estimate of 5%. Mr. Freedman added the modeling provided is based on drawing down fund balance to zero dollars (\$0) except for the sustainability fund. He noted that the previous Commission's goal was to maintain services using interest earned on the sustainability fund and stated that there will not be enough interest to sustain funding in 2015/2016. A brief discussion took place regarding declining revenue assumptions.

Commissioner Chair Loew suggested models for showing the potential decline of actual revenue. Commissioner Frykman suggested using 7% and 3% or 4% estimates. Mr. Freedman noted the total is going down faster than what the State has projected. A couple factors are:

- Statewide decline due to state board of equalization share
- Impact of the Healthy families additional 60 cent tobacco tax

(Supervisor Benoit left the meeting at 1:46 p.m.) (Alternate Grube left the meeting at 1:50 p.m.) (Supervisor Benoit and Alternate Grube returned to the meeting at 1:53 p.m.)

Commissioner Vice Chair Hoffman suggested generating two or three scenarios of planning. This would allow the Commission to come up with a set of ideas for the various changing conditions. Commissioner Morford supported Vice Chair Hoffman's suggestion. He added the Commission needs to have a bigger discussion so the Commission is on the same page. (*Supervisor Benoit left the meeting for the day at 1:54 p.m.*)

Future Discussion:

- Do we want to have a response fund
- Do we want to draw down the sustainability fund balance to zero or leave at the 16.5 million dollars
- Review financial scenarios (additional modeling scenarios) at next Commission meeting (Ms. Collosi will provide documents to Commissioners prior to meeting for review)

A review and discussion of the fund balance scenarios took place. Mr. Freedman pointed out the uncommitted fund balance will be drawn down to zero by 2015/2016. The 16.7 million dollars previously committed by the Commission in sustainability remains. Commissioner Hoffman suggested looking at reserves for unspent amount and coming up with a clear description of what the amounts might be by specifying what percentage F5R wants to save. Also, consider what F5R wants to fund in the event of a decline and distinguish that from the rest of the funding.

Commission Chair Loew called break at 2:08 p.m. The Commission reconvened at 2:21 p.m.

Ms. Collosi reminded the Commission that this meeting is to give the Commissioners a brief overview on the financials of F5R. At the next meeting she will provide more financial information in the packets, lead discussion in modeling and discuss in more detail.

F5R Strategies:

Critical Items for Today:

1. Do Commissioners believe that the presented Focus Areas, Objectives, and Strategies are the best use of Commission resources?
2. Identify items for deletion, modification, and/or addition and prioritize using the framework below.

Proposed Framework for Discussion:

Tier 1: Strategies are of primary importance to the Commission. First 5 Riverside would significantly invest in proposed strategies.

Tier 2: Strategies are of importance to the Commission, but First 5 does not have the financial resources and/or does not see itself as best positioned to make a substantial impact in this area. First 5 Riverside may invest moderately in these strategies or support with capacity building efforts.

Tier 3: Although important, First 5 Riverside is not best positioned or financially able to allocate resources during the term of this strategic plan. It may advocate and support policy change to support these strategies and efforts.

Systems Change and Capacity Building: Items reviewed as presented in Commission packet.

Ms. Collosi noted the information presented includes research of the data done through strategic planning countywide, reading other reports of programs the Commission has funded and others that exist in the community as well as other resources. Copies of the current strategic plan were distributed to review which currently funded strategies will be lost under the proposed strategies presented. Ms. Collosi noted that the current strategic plan has broad language that cuts across the different programs and facilitated discussion on the items as presented below.

Early Care & Education

Objectives: Primary focus is on improving quality of care and assisting children accessing quality care. The proposed change is to not to continue to invest in capacity building for toddlers and preschool age until more is learned about why vacancies exists across the county.

Strategies: Many of the proposed are consistent with the current plan but would be done differently.

Quality Environments: Include screenings, reduce child to staff ratios etc., trainings.

Quality Workforce: Change scholarship schedules to line up with Healthy Families. The intent is to align scholarship thresholds with Healthy Families Thresholds i.e. 250% of fpl would receive one level of assistance, 300% would receive a different level. Over 300% may not receive any subsidy.

Quality Inclusive Care: Impact overall quality take base level quality and enhance it.

Quality Environment: *Assess the environment, using industry standard environmental scales; agency could apply for money to increase quality addressing deficits identified by assessments. Commissioner Whitaker-Meneses requested language be added that focuses on the quality of cognitive development so there is training on intellectual growth including the kinds of activities, strategies and language care gives use. She noted social emotional development is an important strategy that should be included in all areas. Commissioner Whittaker-Meneses further suggested the language be included in future F5R RFPs to encourage agencies to assess their own tools or use evidence based tools dedicated to improving children's lives. Ms. Collosi will expand the environment section to include Indicators that measure progress, CARES Plus Program-standardized training and intellectual planning under the quality environment section.*

Quality Availability: Establish minimal standards for quality,

Infant and Toddler Expansion: Ms. Collosi suggested the Commission look into factors contributing to vacancies. Commissioner Baskett noted many children are being cared for in license exempt facilities such as neighbors and families. A brief discussion took place on infant toddler vacancies.

Commissioner Frykman suggested moving forward with the strategies column as presented. There were no objections. Ms. Collosi asked the Commission to inform Mr. Freedman or Ms. Smith if they have any further comments or changes they would like made in this area. Commissioner Morford pointed out that the word "affordability" is not in the new proposed language. Ms. Collosi stated that affordability is included in access but will edit the language to clarify that affordability is included.

Future discussion: *Prioritization (Commissioner Frykman left the meeting at 3:12 p.m.) (Commissioner Watson left the meeting at 3:14 p.m. and returned at 3:16 p.m.). (Alternate Dr. Shafai left the meeting at 3:15 p.m. and returned at 3:16 p.m.)*

Commission Chair Loew questioned whether there is sufficient balance between quality and all supportive services. Commissioner Watson responded she would like the Commission to narrow the focus but would still like to see what would be lost if the Commission proceeds with a narrowing approach. Mr. Freedman responded that the effort to increase slots would be lost, and this would be a different direction than previous the Commission decisions.

Health and Family Support

Objectives: Ms. Collosi noted that F5R is trying to promote partnership with other entities in Health, ECE and Family Support.

Strategies:

Health Care Utilization and Oral Health: Fund programs for children with high risk for developmental delays and that do not have coverage through insurance. A brief discussion took place about the pros

and cons of funding immunizations. Commission Chair Loew noted the Commission is looking to encourage leveraging and looking for programs who are pursuing that in order to be able to do more comprehensive services. Leveraging will be defined by the Commission in the new strategic plan. Commissioner Watson that the Commission should focus on educating families, add the leverage component and provide more with education than treatment. (*Commissioner Frykman returned at 3:28 p.m.*)

Commission Chair Loew pointed out the family support items can be defined in the health section so there may only need to be two sections instead of three. Commissioners agreed with Commissioner Loew's suggestion. Ms. Collosi suggested having further conversation at the next Commission meeting.

Next meeting discussion: More detailed discussion on treatment. Ms. Collosi will collapse the areas into to two categories for public event meetings by weaving family support into the ECE and Health categories.

Nutrition: Mr. Freedman added that this is an important concern for the 0-5 population. Commissioner Frykman revisited the immunization discussion and expressed he would not want to lump these services or other preventive services with treatment, but instead categorize them as prevention.

Physical Activity: Commissioner Morford expressed concern with the language of parks under physical activity. Commissioner Baskett suggested changing the park note under the physical activity section to "promoting civic, parent and caregiver education." After a brief discussion it was the consensus of the Commission for *Ms. Collosi to edit the wording in this section and move it to tier three.*

Ms. Collosi noted under the current strategic plan proposal F5R would no longer fund vision, hearing screenings or immunization clinics. Instead they would continue to fund the health access efforts such as Healthy Kids programs instead of standalone clinics. Commissioner Chair Loew pointed out that Commission decisions discussed today will be shared with at the public forums for feedback. Commission Chair Loew suggested Ms. Collosi include a question for the public's response for input on their feelings of the relative importance of putting funding into different types of coverage plans and their input on putting funding under duplicate services that appear to be utilized by the community.

Health Care Utilization: Commissioner Frykman proposed "Health Care Utilization" term be changed to "Health Optimization", with two sub paragraphs for kids to access to optimal care (Preventive category and Health Optimization Categories)

After a brief discussion of the pros and cons of funding standalone clinics it was the consensus that Ms. Collosi will provide a report on public feedback to the Commission at the January Commission meeting. Ms. Collosi will integrate questions on funding different immunization facilities versus only funding Healthy Kids program to the forum questions for public feedback. She will work with staff on adding *tier items under Health as proposed by Commissioner Frykman.* (Commissioner Watson left the meeting at 4:02 p.m.)

Early Mental Health: *Commissioner Baskett suggested the screening item be woven into other areas for the parent public events.*

Mental Health: *Ms. Collosi noted under the existing Mental Health contract that "Post-Partum Depression services" will be highlighted under that section.*

Public Awareness and Education: *Anti-smoking education will be added to this section.*

G. Information Items

There was no Commission discussion or questions on these items. *(A copy of complete reports are on file at the Commission's business office.)*

1. **Vision Screening and Intervention Request for Qualifications (RFQ) Report and Recommendation – Dr. Pam Luna Administrator Health & Community Programs**
2. **Quarterly Evaluation Reports – Johnathan McDannell, Administrator, Outcomes Management**
3. **Executive Director Report – Harry Freedman, Executive Director**
4. **October and November 2010 Financial Statements – Sandy Duncan, Administrator, Fiscal Services**
5. **Public Relations Update – Jamie Ayala, Public Information Specialist**
6. **2011 Schedule for the Regular Meetings of the Riverside County Children and Families Commission**

Commission Chair Loew asked the Commission to take the information items with them to review for future reference.

I. Funded Agency Public Comments

None

J. Public Comments

No Public Comments.

L. Future Agenda Items

Midyear Budget/Activity Review
Strategic Plan discussion

Commission Adjournment at 4:08 p.m. to the Special Joint Meeting of the Riverside County Children and Families Commission and Advisory Committee on Thursday, January 27, 2011 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 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.

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