

**AGENDA
 PUBLIC NOTICE**

Special Joint Meeting of the Commission and Advisory Committee

Wednesday, April 13, 2011

12:30 p.m.

Staff Development Center

Room 101

22690 Cactus Avenue

Moreno Valley, California 92553

and

Teleconference from

Indio City Hall

100 Civic Center Mall – Large Conference Room

Indio, CA 92201

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.

**Agenda
 12:30 p.m.**

Item Description	Attachment
A. Call to Order - Susan Loew, Commission Chair	No
B. Closed Session – Conference with Legal Counsel With respect to every item of business to be discussed in closed session pursuant to Section 54957:	Yes

CONFERENCE WITH LEGAL COUNSEL
 Exposure to litigation: Potential litigation regarding State budget.

Item Description	Attachment
C. Open Session – Approximately 1:15 p.m. 1. Report out of Closed Session – Susan Loew, Commission Chair	No
D. Commission and Advisory Committee Business – Susan Loew, Commission Chair	No
1. Commission Member Comments	
2. Advisory Committee Member Comments	No
3. Executive Director Budget Update – Harry Freedman, Executive Director	Yes
4. Approval of the Minutes of the March 9, 2011 Special Joint Commission Meeting with the Advisory Committee	Yes
E. Reports	
1. Resolution Report – (Action) – Stella Smith, Deputy Director Resolutions 11-06 through 11-08 will be submitted for block approval. Resolutions 11-09 and 11-10 will be excluded from the block motion in order to provide detail on staff recommendations. 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.	
11-06: Approving the Increase in the Spending Authority of the Executive Director for Reliable Office Solutions for Office Copier Related Expenses	Yes
11-07: Authorizing the Executive Director to Move Forward with Negotiation and Execution of a Professional Services Contract to Conduct the Annual Audit of the Riverside County Children and Families Commission for Fiscal Year 2010-2015	Yes
11-08: Approving Revisions to the Investment of Funds Contract Template for use with Operational Contracts	Yes
11-09: Accepting the Award of CARES Plus Funds from First 5 California, Approving Staff Recommendations to Grant Funds for the CARES Plus Initiative and Authorizing the Executive Director to Move Forward with Negotiation and Execution of an Investment of Funds Contract with Regents of the University of California for the Period Covering Contract Commencement through June 30, 2013 – Contract #3501 EC-11	Yes
11-10: Adopting Staff Contract Extension Recommendations for Fiscal Year 2011-2012 and Authorizing the Executive Director to Finalize and Execute Contracts Using the Approved Investment of Funds Contract Template	Yes
F. Discussion/Action – Harry Freedman, Executive Director	Yes
1. Emergency Fund Request, Learning Tree Preschool	

Item Description	Attachment
G. Information Items	
1. Proposed First 5 Riverside Children and Families Commission Strategic Plan 2011-2016	Yes
2. February 2011 Financial Statements – Sandy Duncan, Administrator, Fiscal Services	Yes
3. Status of Leased Business Office – Harry Freedman, Executive Director	No
4. Contract Extension Request – Harry Freedman, Executive Director Family Service Association (FSA)	Yes
5. Executive Director Report – Harry Freedman, Executive Director	Yes
6. Public Relations Update – Jamie Ayala, Public Information Coordinator	Yes
H. Funded Agency Public Comments	No
I. Public Comments	No
J. Future Agenda Items	No

- K. Commission Adjournment to the Regular Joint Meeting of the Riverside County Children and Families Commission and the Advisory Committee on Wednesday, May 11, 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
Wednesday, April 13, 2011 12:30 p.m.
Staff Development Center
22690 Cactus Avenue
Moreno Valley, California 92553
and Teleconference from Indio City Hall
100 Civic Center Mall – Large Conference Room
Indio, CA 92201**

A. Call To Order:

The Special Joint Meeting of the Commission and Advisory Committee was called to order at 12:30 p.m. by Susan Loew, Commission Chair.

Commissioners Present: Susan Loew; Sharon Baskett; Jay Hoffman; Steven Morford; Lupe Ramos Watson (Via tele-conference); Judee Cox, Supervisor Buster; Debbie Whitaker-Meneses

Commissioners Absent: Eric Frykman (left after the closed session and did not attend the public session)

Alternates Present: Connie Beasley; Debbie Franklin; Dr. Shafai

Alternates Absent: Stanley Grube; Sylvia Deporto, 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 and Operations Specialist; Jamie Ayala, Public Information Specialist, Elizabeth Watt, Office Assistant III, Carol Abella, Program Specialist, Early Care & Education; Uniqua Burgess, Program Specialist, Health & Community Programs

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

B. Open Session – 12:38 p.m.

An item regarding litigation needed to be added to the closed session agenda pursuant to Government Code §54954.2(b)(2). As such, Commissioner Chair Loew opened the meeting to obtain a 2/3 board vote, in public, to have the immediate action item placed on the closed session agenda. Commissioner Chair Loew reported that the additional item for the closed session agenda involved litigation with Tot Spot Daycare and Preschool, Inc. Tot Spot had 30 days from March 8, 2011 to file an amended complaint in response to First 5 Riverside's Notice of Demurrer. The response was filed on Friday, April 8, 2011; however, it was not received by County Counsel until Monday, April 11, 2011, after the meeting's agenda had already posted. Since there is an immediate need for action, the Commission must formally acknowledge late receipt and the need for immediate action due to the time sensitive nature of litigation.

Commissioner Frykman moved and Commissioner Morford seconded the motion to have the item added to the closed session agenda and accept the two findings as noted. (Commissioner Whitaker-Meneses arrived at 12:40 p.m.) Commissioner Watson questioned whether this action meets Brown Act requirements and why a special closed session wasn't called for this matter with a 24 hours public

notification. Deputy County Counsel Munroe advised that the action does not meet the parameters for an emergency item therefore a special meeting was not necessary and is in compliance with the Brown Act. Commissioner Watson noted for the record in the future she would like to have the public notified when we have 24 hours to act. Deputy Counsel noted

At this time Commissioner Chair Loew brought Commissioner Whitaker-Meneses up to date on the motion made by Commissioner Frykman and seconded by Commissioner Morford. *Commission Chair Loew call for a vote by roll call with the result as follows: The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Baskett, Cox, Frykman, Hoffman, Morford, Whitaker-Meneses) One (1) Absent, (Supervisor Buster), Zero (0) Abstain, One (1) Opposed (Watson via tele-conference), Zero (0) Vacant].*

The Commission adjourned from public meeting room to a closed session meeting room at 12:43 p.m. through 1:39 p.m.

C. Closed Session – 12:43 p.m.

CONFERENCE WITH LEGAL COUNSEL

With respect to every item of business to be discussed in closed session pursuant to Government Code §54956.9:

Initiation of litigation: Potential litigation regarding State budget.

Pending litigation: Tot Spot Day Care & Preschool v. First 5 Riverside.

D. Open Session – 1:39 p.m.

1. Report out of Closed Session – Susan Loew, Commission Chair

Commissioner Chair Loew stated that the reason for the changed venue for the meeting was to accommodate the anticipated increase in public attendance. Commissioner Watson who joined the meeting remotely stated advised that for members of the public were in attendance at the remote location.

a. Initiation of litigation: Potential litigation regarding State budget.

Commissioner Chair Loew reported the Commission voted to proceed with pursuing litigation against the State in opposition of the diversion of First 5 funds to the State general fund. The Commission action was to recommend to the Board of Supervisors that F5R would specifically intervene in an existing lawsuit that has been filed by the Orange County Commission. The recommendation will be presented to the Board of Supervisors for their evaluation and determination at an upcoming Board of Supervisors meeting, to be agendized by the end of April. The Commission extended an invitation to agencies who have an interest in joining F5R in the litigation against the State should the BOS approve the recommendation to move forward. The public was advised to contact Mr. Freedman or Ms. Smith with their interest.

b. Pending litigation: Tot Spot Daycare & Preschool, Inc. and Tracy Lofton v. First 5 Riverside (Riverside County Children & Families Commission) Litigation of Tot Spot: No action taken to report out at this time.

E. Commission and Advisory Committee Business – Susan Loew, Commission Chair

1. Commission Member Comments: No comments

2. Advisory Committee Member Comments: No comments

3. Executive Director Budget Update – Harry Freedman, Executive Director
 - a. Mr. Freedman provided an update on the State budget. AB 99 was signed by the Governor and diverts 1 billion dollars from the State and County Commissions to the State general fund. The unapproved State budget status has no impact on the implementation of this bill. F5R will be billed for \$30 million based on the language in the bill stating 50% of fund balance as of June 30, 2010.

Mr. Freedman reviewed fund balance information included in the Commission packet. Staff is recommending borrowing out of FY 2012/2013 fund balance to be used to cover FY 2011-2012 recommendations (to be covered later in the agenda). This will lead to a reduction in available funding for new RFPs in FY 2012/2013.

- b. SB 486, a bill introduced by Senator Dutton proposes to eliminate the State and local county commissions and divert current and future funds to the State general fund. This bill is similar to the previous bill introduced by Senator Cox who is now deceased. F5R has received tremendous community support in opposition to the State actions. SB 486 was to be heard but was pulled to allow Senator Dutton time to convert it to a two year bill.
4. Approval of the Minutes of the March 9, 2011 Special Joint Commission Meeting with the Advisory Committee

Supervisor Buster moved to approve the Minutes of the March 9, 2011 special joint meeting of the Commission and Advisory Committee. Commissioner Cox seconded the motion. Commission Chair Loew called for a vote by roll call with the result as follows: The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor [Loew, Baskett, Supervisor Buster, Cox, Hoffman, Morford, Watson (via tele-conference), One (1) Absent, (Frykman), One (1) Abstain, (Whitaker-Meneses), Zero (0) Opposed, Zero (0) Vacant].

F. Reports

1. Resolution Report – (Action) – Stella Smith, Deputy Director
Ms. Smith reviewed resolutions 11-06 through 11-10 as noted below.

11-06: Approving the Increase in the Spending Authority of the Executive Director for Reliable Office Solutions for Office Copier Related Expenses

Recommended Action: That the Commission **1)** authorize an increase in the spending authority of the Executive Director for expenditures associated with Reliable Office Supplies, Inc. by \$20,000 not to exceed a total of \$45,000 for Fiscal Year 10/11. **2)** Authorize the Executive Director, or his designee, to execute the necessary documents to effectuate this resolution.

11-07: Authorizing the Executive Director to Move Forward with Negotiation and Execution of a Professional Services Contract to Conduct the Annual Audit of the Riverside County Children and Families Commission for Fiscal Year 2010-2015

Ms. Smith noted an updated version of the resolution for 11-07 and summary to include the recommendation of Vavrinek, Trine, Day & Company, LLP (VVDC) as the selected vendor to perform the Commission annual audit over the next five years. Ms. Smith provided brief comments regarding the merits of the selection.

Recommended Action: That the Commission **1)** approve staff recommendation concerning the award for the annual audit for FY's 2010-2011 through 2014-2015, **2)** approve awarding a contract to Vavrinek, Trine, Day & Company, LLP (VVDC) in an amount not to exceed \$106,864 over 5

years as stipulated in the contract budget, 3) authorize the Executive Director, or his designee, to negotiate, finalize and execute a contract with Vavrinek, Trine, Day & Company, LLP (VVDC) after review of Commission legal counsel and Executive Committee.

11-08: Approving Revisions to the Investment of Funds Contract Template for use with Operational Contracts

Mrs. Smith noted major changes in template:

1. Child care reimbursement language: Clarifies payment of scholarships to be consistent with current practice basing reimbursement on actual enrollment (full and part time rates).
2. Budget Revisions: Current language allows a 10% transfer of the entire contract amount from an existing line item(s) without prior F5R staff approval. The new language will allow a maximum of 10% from categorical line item to another without prior F5R staff prior approval provided that the total number of transfer do not exceed 10% of the total contract amount during the contract period.
3. All other changes were minor for additional clarity or to remove restrictions not exercised.

Recommended Action: That the Commission **1)** approve the revised Investment of Funds Contract template for use with funded organizations. **2)** Further, that the Commission direct staff to apply applicable revisions to other contract templates currently in use by the Commission effective July 1, 2011 and authorize the Executive Director to execute the required documents and/or actions to effectuate this resolution without requiring further action by the Commission.

Commissioner Morford moved to adopt Resolutions 11-06, 11-07 and 11-08 as presented. Commissioner Baskett seconded the motion. Commission Chair Loew took the votes of the Commissioners by roll call as follows: The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor [Loew, Baskett, Supervisor Buster, Cox, Hoffman, Morford, Watson (via tele-conference), Whitaker-Meneses, One (1) Absent, (Frykman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

11-09: Accepting the Award of CARES Plus Funds from First 5 California, Approving Staff Recommendations to Grant Funds for the CARES Plus Initiative and Authorizing the Executive Director to Move Forward with Negotiation and Execution of an Investment of Funds Contract with Regents of the University of California for the Period Covering Contract Commencement through June 30, 2013 – Contract #3501 EC-11

Commissioner Chair Loew noted the many requests to speak on this matter as well as communications by emails and by phone. She acknowledged questions and concerns about the transparency of the process and some information not made available to requestors. Commission Chair Loew explained that information made available to the Commission for the meeting has been made available to all who have requested, however the applications are not available to the public at this time. She explained that this is consistent with the procurement process in the public sector that applications remain sealed through contract negotiation and execution. The goal is to avoid any potential in bid tampering. Applications have not been a part of Commission packets in previous RFP processes.

Commissioner Baskett was conflicted on this agenda item due to her direct Supervisor being a member of the Riverside County Child Care Consortium Board on behalf of the Riverside County Office of Education. Commissioner Whitaker-Menses was also conflicted due to her affiliation with the Child Care Consortium CARES Plus application subcontract relationship. Both left the meeting at 2:00 p.m. and did not engage in the discussion or vote.

Mr. Freedman provided an update on the status of F5R's CARES Plus application to the State Commission, and F5R staff's recommendation to award a contract to the Regents of the University of California in response to F5R's CARES Plus RFQ. F5R has not received an official award letter from F5 California (F5CA) but one is expected soon. Staff recommendation to award the F5R RFQ contract is contingent on receiving the award letter from the State. F5R will not move forward with the program until the official award has been received. Mr. Freedman reminded the Commission of last prior month's meeting discussion regarding whether F5R could modify our CARES Plus application based on funding cuts. Staff has not received a response from the State Commission regarding this question. Staff recommendation is to move forward with the original amount and have this represent the Commission's full commitment to child care workforce development.

Mr. Freedman summarized the CARES Plus Request for Qualifications process. The process was the typical process used for F5R Requests for Proposals and Qualifications. A panel of three independent readers was utilized. All the readers were from outside of the county, and have expertise in early childhood education and CAREs Workforce Development. The readers independently read and score each application. They were chosen from outside of the County to avoid the appearance of conflict of interest and had no affiliation with applicants.

Mr. Freedman noted a change in scoring pre and post caucus. Mr. Freedman explained the caucus process. When a difference in scoring of 15 points or more, a caucus is called to determine that the readers fully understand RFP requirements and are operating under the same assumptions. Staff participates to respond to questions but not to influence or provide guidance. The change in scoring was largely based on a budget question. One reader scored an agency with a 0 for not including dollars for stipends. The instructions were reviewed and the reader rescored that section, realizing that the stipends were not to be included.

Mr. Freedman clarified that the public has access to information the Commission receives for each meeting. Mr. Freedman noted the applications are typically not provided to the Commission, as the Commission makes decisions based on the recommendation of staff (which are based on reader recommendations).

In response to a question regarding services in the desert region, Mr. Freedman noted that due to the high need of these communities, they will receive attention at a higher priority in Care Plus program. Desert areas are highly represented in the data as high needs. The state has constructed the program to address these areas.

Questions also were posed regarding splitting the award between the two applicants. Mr. Freedman responded that the readers did not explore this option. Staff has concerns with duplicating administrative costs if two agencies are funded but no discussion has taken place.

Mr. Freedman responded to an inquiry about delaying the decision to allow a review of the concerns raised. He stated that a delay could result in a loss of phase 1 startup time and funds from the State. Phase 1 is scheduled to end June 30 and should have begun already. So far the State has not indicated that they are willing to extend phase 1 although they have not formally notified recipients. Mr. Freedman also indicated that there is no way of estimating when F5R will ultimately receive notification – it is possible that no harm would result from delaying the decision for a month.

Commissioner Watson asked why there was a short 14 day response. Mr. Freedman clarified there was a 30 day period for response to the RFP which was included in the RFPs language. He noted we were anticipating notification for the award from the state by February 14, 2011.

Commissioner Watson request staff confirms that the 30 day response language was included in the RFP and let her know.

Commissioner Watson expressed concerns with reader conflict as two readers had current or previous contractual relationship with F5. Mr. Freedman stated that the concern with conflicts has always been based on whether readers had recent involvement or association with the applicants. Commissioner Watson noted there is a perception that they would sway in the way staff wanted the selection. Mr. Freedman noted the readers in question are well qualified, having ties to F5 Association and their work with other F5 agencies. He further stated that the readers have high professional standards and that staff had no influence on the outcome. Deputy County Counsel Monroe echoed Mr. Freedman's position. Commissioner Watson objected to County Counsel's position and challenged moving forward with this item. Commissioner Watson's objection was noted and Ms. Munroe stated she would look into it further. Commissioner Watson stated that she would forward emails to Mr. Freedman from agencies in opposition of this item.

Supervisor Buster asked how readers are selected and if there is any written guidance for reader selections. Mr. Freedman replied that reader panels are established for each individual RFP and RFQ. Expertise in the area and lack of conflict are the criteria. Supervisor Buster recommended the Commission approve a set process and strengthen the recordkeeping going forward. Mr. Freedman noted there is a written record of the reader's sessions but not an audio recording. Supervisor Buster suggested staff work on the reader's selection process.

Mr. Freedman noted this RFP was a fairly unique situation, typically F5R has a larger pool of reader to pull from and exclude based on conflict. Commissioner Chair Loew noted we have involved stakeholders and advisory committee and it depends on the individual RFP process as to what group of people is chosen. She agreed there is opportunity to refine the process.

The matter of providing public access to the applications and other documents associated with the award decision was raised. Deputy Counsel noted a Supreme Court case that stated the bidding process is private and is not made public until after contracts are negotiated and executed. She noted tampering may be an element but is more to keep financial aspects confidential to be in line with the public records act. She noted the score of itself does not solely decide the bid winner. It is the Commission's decision to weigh all information, the three readers, the discussion and comments.

Deputy County Counsel informed the Commission that she is taking Supervisor Buster's comments under advisement and will review applicable sections of the Government Code including the County codification of the State statute that covers contracts and conflicts. She opined that the process used does meet legal requirements. Requested modifications can be taken under advisement.

Commissioner Cox stated her concern is making a decision with little information and the questions being raised regarding the selected agency's ability to perform the service. She noted that when there are concerns of this nature, that board be provided as much information as possible for thorough consideration.

County Counsel suggested that staff provide a summary from each reader citing specific reasons for their recommendations and include comments on any potential problems or considerations. Commissioner Cox concurred with this suggestion.

Commissioner Morford asked about how the caucus is handled. Mr. Freedman explained that staff is present during the caucus to respond to questions readers may have. Commissioner Morford suggested that the matter be carried over to the next Commission meeting to allow staff

to provide more information to the Commission. Mr. Freedman expressed concerns with the phase 1 implementation July 1 deadline. It was pointed out that the decision could be delayed and a special meeting can be called if necessary.

Speakers from the Indio Tele-Conference Meeting Location:

1. College of the Desert: Wendy Sanders Early Childhood instructor
She noted she put her comments in writing and sent them to Mr. Freedman. Discussed concerns with the award of the grant to UCR Extension (reporting issues, renew license issue due to not receiving what is needed from UCR, and transferability of UCR credits to other local colleges).

Commissioner Chair Loew noted there is a three minute limit for all public speakers.

2. Coachella Valley Association of Governments (CVAG): Aurora Kerr Wilson noted she agreed with the suggestion to have the applications rescored with different readers or award the contract to the Consortium based on their track record. She stated UCR currently doesn't have a good track record and encouraged the Commission to delay the decision process for awarding the contract.
3. Ms. Garcia, President of Coachella Valley Association: Reiterated the concern with UCR credits not being transferrable. She complimented the work of the Riverside County Child Care Consortium with assisting providers to achieve accreditation.

Commissioner Watson noted the two additional public members did not wish to speak but echoed the previous speaker's comments.

Public Speakers from Riverside Office:

1. Shari Yates representing Riverside City College. Ms. Yates: Supported the work of the Child Care Consortium in their implementation of the current CARES program and agreed with previous concerns raised about UCR. She added that the cost of classes are substantially more at UCR and that that students may want to take classes at UCR instead of community regardless of the increased cost.
2. Dr. Margi Wild, UCR: Dr. Wild noted the ongoing relationship the UCR extension has had with the Riverside County Child Care Consortium. Dr. Wild commented on the merits of the UCR extension and pointed out that some of the concerns shared by previous speakers were from five years ago when courses were not available. UCR has been running the workforce development program since January 2001 for F5 San Bernardino. She noted they have tried to be collaborative with the Child Care Consortium and has written letter of support for the Consortium.

Dr. Wild clarified transferability and pricing of courses. She noted that classes are accepted at several colleges in the area and that UCR accepts classes from College of the Desert. In addition, UCR accepts all classes on articulation agreements from community colleges into the bachelors program. She noted the current prices are adjusted so they typically end up being approximately the same as the community college fees. Currently approximately 8,000 students in early childhood education in San Bernardino have been assisted.

Commissioner Watson asked staff to verify if credits from UCR are transferable or not.

3. Kate Hamaker, Director of Family Services Murrieta Valley School District, speaking today as the Board Member of the Local Planning Commission.

Ms. Hamaker addressed the perception of conflict of interest for 2 readers who had contractual relationships with F5R. Other issues raised were 1) UCR Extension Center competing with the same student population as the other community colleges. 2) supported the Consortium work in implementing CARES for the last nine years 3) noted the programs at UCR and at the Desert are through a contract with the Child Care Consortium.3) although units from the community colleges are transferrable to UCR, currently units from UCR are not transferrable to the junior colleges.

4. Trudy Oliver, Administrative Director Temple Beth El, speaking today as board of the Child Care Consortium.

Ms. Oliver commented regarding Commissioner Baskett's exclusion from this discussion and vote. She stated that Commissioner Baskett has not participated in any meetings or voting with the Consortium since taking on the role of Commissioner. Commissioner Chair Loew noted the conclusion that was reached because Commissioner Baskett's direct supervisor at RCOE is on the Consortium board it would be considered a conflict of interest for Commissioner Baskett. Ms. Oliver requested that the Consortium to be awarded the contract based on their proven record of service to the community.

5. Richard Block, noted having ties to both agencies as a retired UCR Professor and with his wife as the founder of the Consortium. Mr. Block noted concerns 1) the case law County Counsel provided not being relevant to this circumstance 2) staff not providing the application information to the Commission for full disclosure. Members of the public with expertise may be able to make some helpful decisions to the Commission if they were able to see the applications as well.

County Counsel addressed Mr. Block. She noted that F5R Commission is part of the County of Riverside and she checked with general policy in the bidding policy generally follows the case she cited and the exception to the public records act in the bidding process. Mr. Block disagreed with counsel's interpretation and stated that if the county policy is to not disclose for final actions it is a violation of the spirit at least of the Brown Act and Public Records Act.

Supervisor Buster will have a review of the County General policy County Counsel has referred to.

6. Jane Block, Co-founder of the Child Care Consortium founded in 1982.
Ms. Block provided an overview of the Consortium's background. She noted they were one of the early supporters in the vote of approval on Proposition 10 and then the establishment of First 5. Ms. Block reiterated concerns regarding reader conflict of interest and suggested the Commission should have a recording of the caucus and discussion between staff and readers before deciding on the award. She noted that she tried to obtain information from F5R staff on the application process and was not provided information readily. She thanked the Commission and staff for their assistance.

Commissioner Morford moved that staff take this item back, to research the concerns raised including but not limited to the transferability of UCR Extension Units. Staff will come back to the Commission with a recommendation following the investigation at a future meeting. Commissioner Cox seconded. Commissioner Vice Chair Hoffman commented that he is fully in favor of transparency at all levels. He expressed his concern with the implication that staff may be involved in coercion. He asked all to be considerate of the integrity staff that has demonstrated over the years.

Supervisor Buster noted this motion is not to undermine staff. It will reinforce expertise, independence and high standards of professionalism. The Commission needs to keep reemphasizing as much as we can to make the processes up to date, open and understandable. This is an opportunity to reinforce all the good things the Commission has done and the high standards the staff brings to their job every day.

Commissioner Morford provided clarification on the motion: Staff will go back and look into some of the issues raised during the discussion of public comments, staff will review all the issues raised on transferability of UCR extension units and the concerns with potential readers conflict of interest and caucus process to determine if it has any impact on the current recommendation. Staff will bring back their findings and recommendation to the Commission as soon as possible. He made it clear that the Commission isn't drawing any conclusions that staff has done anything improper.

Recommended Action: That the Commission **1)** accept the award letter from First 5 California when offered, and commit to the match of \$1,800,000 over two year, **2)** contingent on acceptance of award letter from the State, approve the award of CARES Plus funds to the Regents of the University of California at Riverside (UCR), **3)** authorize the Executive Director, or his designee, to negotiate, finalize and execute a contract with the Regents of the University of California, after review of Commission legal counsel and Executive Committee, for an amount not to exceed \$2,178,958 for the period covering from contract commencement through June 30, 2013.

Commissioner Morford moved to table Resolution 11-09 to allow for staff investigation as directed. Commissioner Cox seconded the motion. Commissioner Chair Loew took the votes of the Commissioners by roll call as follows: The motion carried. [Following is the vote of the Commission members present: Six (6) in favor [Loew, Supervisor Buster, Cox, Hoffman, Morford, Watson (via tele-conference), Three (3) Absent, (Baskett, Frykman Whitaker-Meneses,), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

Commissioners Baskett and Whitaker-Meneses were out of office at time of discussion and not party to vote. Commissioner Baskett had to leave at 3:05 p.m. and did not return to the meeting

At this time the Commission took a break from 3:25 p.m. to 3:33 p.m.

11-10: Adopting Staff Contract Extension Recommendations for Fiscal Year 2011-2012 and Authorizing the Executive Director to Finalize and Execute Contracts Using the Approved Investment of Funds Contract Template

Recommended Action: That the Commission, 1) adopt staff recommendations as presented in the attachment to the resolution 2) stipulate that approval of this resolution supersedes any prior resolution related to funding approval for the agencies listed in the attachment to this resolution 3) authorize the Executive Director or his designee to finalize and execute contracts utilizing the contract template approved in resolution 11-07 without requiring further action of the Commission.

Mr. Freedman provided a recap on the financial issues impacting these recommendations. Staff is recommending undesignating the sustainability fund and a portion of the FY12/13 commitments. Recommended continue Preschool For All (PFA) and Mental Health Initiative commitments and pay them out of the FY12/13 revenues rather than out of fund balance.

Mr. Freedman indicated that the Staff recommendations are based on applications of consistent criteria including compliance with the new strategic plan strategies, current performance, and prioritization given limited funds. ECE program staff recommends include eliminating health, special needs screening, mental health, and comprehensive screenings. For consistency, ongoing, multiyear ECE contracts have also been reduced in these areas.

College of the Desert: COD has requested receiving funds in 12/13. Since this program has not begun and given the financial situation, staff recommends not moving forward.

Mr. Freedman reviewed summary of recommendations as presented in the Commission packet. He noted that there was minimal reduction to contracts based on performance and consistency with the new

strategic plan Staff was forced to recommend reductions and/or elimination of programs that met these two criteria. Staff looked at maintaining direct services to the greatest degree possible.

Mr. Freedman noted item #41 to fund UCR is being tabled until next month. Staff is recommending that the CARES Plus funding will be the extent of F5R's ECE Workforce Development efforts in the future.

Mr. Freedman noted staff reduced percentages of agencies based on the services eliminated. Commissioner Watson asked if there a way to verify the percentages are accurate. Mr. Freedman replied that staff is recommending the Commission approve contracts as maximum values and they will go back to the agencies to have the discussion of percentages. The goal is to maintain the same amount of direct core services and reduce costs by eliminating associated enhancement services. If it turns out agencies cannot maintain the same number of slots with funds awarded, then a scope adjustment can be considered. The recommendation is for a 12 month extension. Conflicts will be called out and the balance of the contracts will be taken as a slate.

Mr. Freedman indicated his appreciation for staff's efforts in working through this process. He noted that as a result of the funding reduction created by AB 99, we are forced to reduce and/or eliminate valuable programs. This has not been a pleasant or easy process for staff, who have objectively evaluated all programs in a consistent manner.

It was noted that Supervisor Buster and Commissioner Vice Chair Hoffman are the only Commissioners in attendance that have conflicts of interest noted.

Commissioner Loew acknowledged numerous letters of support from agencies and stated that the letters are available for Commissioner review.

Public Requests to speak:

1. Joann Hameister, VIP Tots noted her concern with the financial information listed on the recommendation spreadsheet. She noted eliminating parent training would be detrimental to the community. Ms. Hameister request putting out RFPs for parent training if additional funds become available.
2. Kendra Votava, VIP Tots Program Manager discussed the impact of the proposed cuts on parents. She pointed out 40% of children with scholarships are children with special needs
3. Fran Henderson, Program Specialist and Trainer VIP Tots. Ms. Henderson requested the Commission reconsider discontinuing the support services to ECE workforce that have been provided through the CSTSD grant and give the Riverside County Child Care Consortium the opportunity to extend their contract.
4. Deborah Clark Crews, Director of Riverside County Child Care Consortium provided an overview of their background providing the (CSTSD) Coordinated Specialization Training Staff Development program since received in 2007. Ms. Crews provided a handout to the Commission for their review. She requested that F5R continue funding CSTSD as an operational grant until the new RFPs come out.
5. Olga Romero, Parent in SNAP Program since 2007. Ms. Romero thanked the Commission and detailed the benefits of the SNAP program and requested. continued funding.
6. Luz Angel-Perez, Bilingual Speech Language Pathologist SNAP Program. Ms. Angel-Perez talked about the positive impact of SNAP on parents and their children.
7. Frieda Brands, Director of Children Services in Lake Elsinore School District. Ms. Brands provided an overview of the services Lake Elsinore provides. She pointed out that students who receive early intervention do not stay in special education classes as long as children who do not receive early intervention until the second or third grade, resulting in cost savings. Lake Elsinore will present more details at the May Commission meeting. . Ms. Brands provided letters of support from the parent participation programs to the Commission Secretary.

8. Dr. Kathleen Roberts, Assistant Superintendent for Student Support Services at Lake Elsinore School District. Dr. Roberts thanked the Commission for the funding support. She assured the Commission that the SNAP program will not go away as they will find additional funding. If funding should become available to F5R they welcome opportunity to partner with F5R again.
9. Chunxia Wu, Key data systems SNAP Project. Ms. Wu noted based on tests on children that participate in SNAP program the results have shown children are less likely to have to participate in special education programs during elementary school and have less developmental problems compared to peers who did not have the SNAP intervention. John Wolohan, Executive Director at Martha's Village. Mr. Wolohan reported the cuts will result in some layoffs and cutbacks in their children services program. Despite the cuts they are committed to running a quality program. He thanked F5R for all of the support provided since 2005 and expressed hope for the continued and vital support.
10. Sheryl Rhodes, Thousand Palms Child Care Center. Ms. Rhodes noted her agency does not spend as much on screenings as presented in the recommendation spreadsheet. She asked the Commission to consider reducing the number of spaces by 5 spaces in order to operate at the same quality level. They would have to reduce staff by 5. She expressed the difference F5R and the Commission have made and the positive impact it has made by funding her agency.
11. Gutierrez, Parent in Mommy and Me Program. Ms. Gutierrez noted the positive difference the program has made on her and her family.
12. Asia Valarza, Data Collector of the SNAP Program. Ms. Valarza pointed out concerns on items # 27 and #44. She pointed out they have always reached their targets and when the program continues, someone else may take the credit for the program if F5R does not continue to fund them.

Supervisor Buster asked if staff will take into consideration any agency recommendations on alternate cuts in their program. Mr. Freedman indicated that staff will consider adjustments to services as long as the recommendation is consistent with the criteria used to develop recommendations, and the maximum dollar amount recommended for funding is not exceeded.

At this time Ms. Smith recommended the Commission take action to move all items except items # 16 and 24, IEHP(Buster conflict) and, ECE Items 2, 17, 18, 29, 37 and 39, (Nuview Union School District contracts Hoffman conflict), item #30 for Commissioner Morford. Commissioner Chair Loew noted we are not clear if Commissioner Morford has a conflict but will declare as a precautionary measure.

The following is a count of Contract recommendations as approved. Items were moved as a block and approved with the exception of items that were taken individually due to conflicts as noted below: Commissioner Chair Loew moved to approve the bulk of contracts that did not have any conflicts of interest in Resolution 11-10 as presented. Commissioner Hoffman seconded the motion. Motion Carried.

Ayes: 7 (Loew, Supervisor Buster, Cox, Hoffman, Morford, Watson via tele-conference, Whitaker-Meneses)

Noes: 0

Abstain: 0

Conflict: 0

Absent: 2 (Frykman, Baskett)

Vacant: 0

The following contracts were pulled due to conflicts:

Items #16 and #24 IEHP; PSC 1073, HS-3017 under Health and Community Programs-Conflict Commissioner Buster

Supervisor Buster abstained on the vote due to conflict. Commissioner Vice-Chair Hoffman moved and Commissioner Morford seconded to approve items #16 and #24.

At this time Commissioner Chair Loew took the vote by Roll call:

Ayes: 6 (Loew, Cox, Hoffman, Morford, Watson via tele-conference, Whitaker-Meneses)

Abstain: 0

Absent: 2 (Frykman, Baskett)

Conflict: 1 (Supervisor Buster)

Motion Carried.

Items #2, 17, 18, 29, 37 and 39 Nuview Union School District; #OP 1413, 1214, 1112, 1212, SR 7018, EC 7019 under Early Care and Education (ECE) – Conflict Commissioner Hoffman

Commissioner Vice Chair Hoffman abstained on the vote due to conflict. Supervisor Buster moved approval and Commissioner Morford seconded to approve Items #2, 17, 18, 29, 37 and 39.

At this time Commissioner Chair Loew took the vote by Roll call:

Ayes: 7 (Loew, Cox, Supervisor Buster, Morford, Watson via tele-conference, Whitaker-Meneses, Alternate Franklin voted as Alternate Commissioner for Hoffman)

Abstain: 0

Absent: 2 (Frykman, Baskett)

Conflict: 1 (Commissioner Hoffman)

Motion Carried.

Item #30; 1216 Riverside County Department of Mental Health (Incredible Kids) under Early Care and Education (ECE): Conflict Commissioner Morford

Commissioner Morford abstained on this item.

Commissioner Hoffman moved approval and Commissioner Cox seconded to approve Item #30. At this time Commissioner Chair Loew took the vote by Roll call:

Ayes: 7 (Loew, Cox, Supervisor Buster, Hoffman, Watson via tele-conference, Whitaker-Meneses, Alternate Beasley voted as Alternate Commissioner for Morford)

Abstain: 0

Absent: 2 (Frykman, Baskett)

Conflict: 1 (Morford)

Motion Carried.

Commissioner Cox relayed to the public that she is happy to look for alternate funding resources and encouraged them to contact her if they would like her assistance.

Alternate Franklin noted it was good to hear from the programs with the public comments and letters presented. She noted the funding cuts are coming as a result of actions at the state level. She suggested that anyone who has a comment about program to present their comments at the state level.

Mr. Freedman commented that the Commission will need to officially undesignate the funds as requested earlier. This request will be brought back to the Commission for action next month.

G. Discussion/Action

(Copies of complete report is on file at the Commission's business office.)

1. Emergency Fund Request, Learning Tree Preschool – Harry Freedman, Executive Director

Mr. Freedman provided an overview of the request and staff recommendations. Staff recommends denying the request as it doesn't fit the criteria of the emergency fund guidelines. The agency has signed the contract but indicated they may not be able to perform. Staff will check with the agency to see if they will be able to perform as required.

Commissioner Cox moved to approve staff recommendations to deny the request as presented. Commissioner Morford seconded the motion. Commission Chair Loew call for a vote by roll call

with the result as follows: The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor [Loew, Supervisor Buster, Cox, Frykman, Hoffman, Morford, Watson (via tele-conference), Whitaker-Meneses, Two (2) Absent, (Baskett, Frykman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

H. Information Items (Copies of complete reports are on file at the Commission's business office.)

1. Proposed First 5 Riverside Children and Families Commission Strategic Plan 2011-2016

Mr. Freedman reported this item will be brought back next month for review and approval as well as a public hearing. Mr. Freedman requested that the Commissioners review the draft strategic plan in their packets before next month's Commission meeting. Commissioner Chair Loew noted the Commission anticipates holding a public hearing to approve the new plan at the May Commission meeting.

2. February 2011 Financial Statements – Sandy Duncan, Administrator, Fiscal Services
3. Status of Leased Business Office – Harry Freedman, Executive Director
4. Contract Extension Request – Harry Freedman, Executive Director
Family Service Association (FSA)
5. Executive Director Report – Harry Freedman, Executive Director
6. Public Relations Update – Jamie Ayala, Public Information Coordinator

I. Funded Agency Public Comments

No comments.

J. Public Comments

No comments.

K. Future Agenda Items

1. Strategic Plan discussion/action-Public Hearing item
2. Contract Extensions for next fiscal year

Commission Adjournment at 4:52 p.m. to the Regular Joint Meeting of the Riverside County Children and Families Commission and Advisory Committee on Wednesday, May 11, 2011 beginning at 1:30 p.m.:

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