

**AGENDA
 PUBLIC NOTICE**

Regular Joint Meeting of the Commission and Advisory Committee
Wednesday, August 10, 2011
1:30 p.m.

Riverside County Children and Families Commission Office
 2002 Iowa Avenue, Suite 100 – Conference Room A
 Riverside, California 92507
 and
 Teleconference from
 Indio City Hall
 100 Civic Center Mall – Large Conference Room
 Indio, CA 92201

This notice shall confirm the Regular Joint 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
 1:30 p.m.**

Item Description	Attachment
A. Call to Order – Susan Loew, Commission Chair	No
B. Closed Session – No Closed Session	No

Item Description	Attachment
C. Open Session	No
D. Commission and Advisory Committee Business – Susan Loew, Commission Chair	No
1. Commission Member Comments	No
2. Advisory Committee Member Comments	No
3. Executive Director Comments – Harry Freedman, Executive Director	Yes
4. Approval of the Minutes of the July 13, 2011 Regular Joint Commission Meeting with the Advisory Committee	
E. Reports	
1. Action Report – (Action) – Stella Smith, Deputy Director Action Items 11-20 and 11-21 will be submitted for approval after disclosure of conflicts. Commissioners have the option of excluding items from the block motion. All action items, including contracts and amendments referenced therein, have been reviewed by County Counsel and approved as to form.	Yes
11-20: Approving the Fiscal Year 2010/2011 Year-end Reserve for Encumbrance for the Riverside County Children and Families Commission	Yes
11-21: Approving the Third Amendment to the Lease between Riverside County Children and Families Commission and CB Summit Business Center, LLC Contract 125 CE-07	Yes
F. Discussion/Action	
1. Strategic Plan Implementation Follow Up – Harry Freedman, Executive Director a. Prioritization of strategies for funding b. RFP Design-RFP/RFQ Timeline	Yes
2. Approving the Probationary Status and Corrective Action Plan for the Lake Elsinore Unified School District Local School Readiness Contract # 7013 – Harry Freedman, Executive Director	Yes

Item Description	Attachment
G. Information Items	
1. CARES Plus Update – Harry Freedman, Executive Director	Yes
2. Facility Update – Harry Freedman, Executive Director	No
3. June 2011 Financial Statements – Sandy Duncan, Administrator, Fiscal Services	Yes
4. Executive Director Report – Harry Freedman, Executive Director	Yes
5. Public Relations Update – Harry Freedman, Executive Director	Yes
H. Funded Agency Public Comments	
I. Public Comments	
J. Future Agenda Items	
K. Commission Adjournment to the Regular Joint Meeting of the Riverside County Children and Families Commission and the Advisory Committee Wednesday, September 14, 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
Regular Joint Meeting of the
Commission and Advisory Committee
Wednesday, August 10, 2011 1:30 p.m.
Riverside County Children and Families Commission
Business Office
2002 Iowa Avenue, Suite 100
Riverside, California 92507

A. Call To Order:

The Regular Joint Meeting of the Commission and Advisory Committee was called to order at 1:39 p.m. by Susan Loew, Commission Chair.

Commissioners Present: Susan Loew; Sharon Baskett; Jay Hoffman; Steven Morford; Lupe Ramos Watson (via *Web Ex*); Supervisor Buster; Debbie Whitaker-Meneses; Touraj Shafai, as Alternate for Judee Cox

Commissioners Absent: Judee Cox, Eric Frykman

Alternates Present: Connie Beasley; Debbie Franklin; Kristy Franklin

Alternates Absent: Sylvia Deporto; Stanley Grube; 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; Uniqua Burgess, Program Specialist, Health & Community Programs Sherry Watkins, Facilities and Operations Specialist; Cindy Brandon, Administrative Secretary II

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

B. Closed Session – No Closed Session today.

C. Open Session –1:39 p.m.

1. Report out of Closed Session – Susan Loew, Commission Chair
 - a. Commission Chair Loew reported there was no closed session held today.

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

1. Commission Member Comments: None
2. Advisory Committee Member Comments: Advisory Committee Chair Beasley introduced newly appointed Alternate Kristy Franklin. Commission Chair Loew added roles and responsibilities were discussed at today's Advisory Committee meeting and asked the Commission to consider roles the Committee could play in the strategic plan RFP process.
3. Executive Director Comments – Harry Freedman, Executive Director:

Mr. Freedman provided an update on the AB99 timeline. The trial is scheduled for August 30. (Debbie Whitaker Meneses arrived at 1:41 p.m.)

4. Approval of the Minutes of the July 13, 2011 Regular Joint Commission Meeting with the Advisory Committee

Commission Chair Loew pointed out that Commissioner Watson will be participating in today's meeting via *Web Ex* so motions will be taken by roll call.

Commissioner Vice Chair Hoffman moved to approve the Minutes of the July 13, 2011 regular joint meeting of the Commission and Advisory Committee. Commissioner Baskett 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: Eight (8) in favor [Loew, Baskett, Supervisor Buster, Hoffman, Morford, Watson (via Web Ex), Whitaker-Meneses, Alternate Shafai for Commissioner Cox, Two (2) Absent, (Cox, Frykman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].*

E. Reports

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

Ms. Smith reviewed action items 11-20 and 11-21 as presented in the Commission packet.

11-20: Approving the Fiscal Year 2010/2011 Year-end Reserve for Encumbrance for the Riverside County Children and Families Commission

Recommended Action: That the Commission: 1) approve and authorize the establishment of a fiscal year 2010/11 reserve for encumbrance totaling \$1,887,857; and 2) Approve and authorize the release \$1,887,857 in fund reserved for encumbrance to increase fiscal year 2011/12 appropriations as reflected in Attachment A.

11-21: Approving the Third Amendment to the Lease between Riverside County Children and Families Commission and CB Summit Business Center, LLC Contract 125 CE-07

Recommended Action: That the Commission: 1) approve the Third Amendment to the Lease with CB Summit Business Center, LLC as attached to the resolution; 2) Further, that the Commission authorizes the Executive Director to execute the required documents and/or actions to effectuate this resolution without requiring further action by the Commission.

Commissioner Vice Chair Hoffman moved to approve action items 11-20 and 11-21 as presented. Commissioner Morford 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: Eight (8) in favor [Loew, Baskett, Supervisor Buster, Hoffman, Morford, Watson (via Web Ex), Whitaker-Meneses, Alternate Shafai for Commissioner Cox, Two (2) Absent, (Cox, Frykman), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].

F. Discussion/Action

1. Strategic Plan Implementation – Harry Freedman, Executive Director

Early Care and Education (ECE): (See Commission packet distributed pursuant to this August 10, 2011 Commission meeting, a copy of which may be viewed at the Commission business office at the address listed at the end of this agenda.)

In response to questions raised at the last Commission meeting, Mr. Freedman provided a recap. He explained that in order to meet the November RFP release, staff requests that the

Commission finalize priority and funding level recommendations today. Staff would also like direction regarding the implementation process, and will present recommendations regarding RFP/RFQs.

For ECE, staff recommended a new approach which implements many of the recommendations from the STATE's California Early Learning Quality Rating and Improvement System (CAEL QRIS) committee which was partially funded by First 5 California. The Committee developed a model for the rating and improvement of quality of the ECE system in California, including the linkage of reimbursement rates to quality levels. F5R staff is recommending the adoption of some of the work of CAEL QRIS as our ECE strategies are implemented. The staff proposal:

- Provides funding for both quality enhancements above minimum licensing requirements and increased accessibility through scholarships
- Connects level of scholarships to level of quality as assessed by QRIS
- Connects reimbursement for access to actual provision of service

Mr. Freedman provided an update on the State Commission's Signature Programs in three areas, Parents, Teachers and Children. Details for the Child Signature are unclear at this time. He explained that if the Commission is interested in participating in the program it will require match funds and the Commission has allocated all existing funds. There are three options for F5R to participate 1) use new program funding such as a match, if allowed 2) Under allocate some funds to use as a match or 2) use reserve funds as a match. No action was needed or taken on this discussion.

Early Care and Education Overview (ECE): Ms. Schoenberg described the Pilot Tiered Reimbursement Cost Structure and California Early Learning Quality Rating and Improvement System, (CAEL QRIS) recommended for use in conjunction with funded child care programs and the tiered reimbursements system, including draft recommended levels of reimbursement associated with the five tiers. Ms. Schoenberg responded to Commissioner Morford's question from the July Commission meeting noting that most existing partner agencies would fall in either Tier 3 or Tier 4.

Staff is proposing one RFP, to bundle scholarships, quality accessibility and quality settings. Any applicant can apply for one or all. Families in crisis will be a separate RFP. It was clarified that current State PoP dollars allow extended child care hours or lower teacher to child ratios. Commissioner Baskett requested the Commission look at our Preschool for all Program in Nuvview to determine rate reimbursement. Ms. Schoenberg explained the process staff used to formulate recommended rates. Mr. Freedman reminded the Commission this is a draft cost structure and we are emphasizing leveraging. There were no further questions or comments. Mr. Freedman reminded the Commission that staff is looking for approval on strategies and the total dollar amount associated with the strategies in order to move forward with development of RFPs and RFQs.

Health and Community Programs (HCP): Mr. Freedman reviewed the Health strategies and highlighted the four new primary areas. (A copy of this presentation is available at the Commission business)

Primary Strategies

Health Optimization/Utilization: Best Practices; ensure parents and caregivers understand how to support optimal health care for treatment and screening through the utilization of preventive healthcare benefits.

Mr. Freedman provided a recap of Commission questions and concerns raised during last month that will be addressed during the presentation. He provided examples of the types of agencies that could qualify to provide this service (IEHP or a large community organization that has experience, medical facility or a hospital). He clarified that this strategy focuses on case management with no direct services. Mr. Freedman noted we have service utilization data from IEHP and we funded a pilot program with IEHP to increase utilization. In the Healthy Kids contract we are monitoring utilization more closely in order to figure out how to best address it.

Secondary Strategies

Asthma Management: New strategy that focuses on providing parents and caregivers with skills and abilities for asthma management. Includes both family and center-based child care and health care provider settings.

This is designed to support policy, practices and information, not direct services. It is believed that many people can be assisted by trainings, seminars and workshops for health care providers.

Nutrition/Breastfeeding: Mr. Freedman explained how the following two strategies would be administered through the Nutrition and Physical Activity Self Assessment for Child Care (NAP SACC) program.

Strategies are aimed at:

1. Sustaining exclusive breastfeeding, beyond hospital discharge (interagency collaboration, limited home visits and hotline).
2. Promoting and advocacy for healthy eating and healthy body weight in the early childhood population.

Physical Activity: Promote age and developmentally appropriate physical activity for children. Advocate for “built environments” and policies that encourage physical activity in early childhood. This strategy is also a key component in the promotion of healthy body weight.

Staff is looking at an RFP or RFQ seeking a provider to work with different sites under all of the supervisorial districts to establish a countywide impact and monitor the improvement while leaving room for growth that has lasting impact. Parent and Community education may be an RFP on its own or it may be combined.

Additional recommendations will be brought back concerning how to group strategies within one RFP/RFQ and determining which would be included as part of the NAP SACC RFP versus which will be an RFP of its own.

Pilot Projects or Targeted Investments

Targeted Home Visitation: Increase optimal birth outcomes and improved maternal and child health development.

Targets high risk parents.

Mr. Freedman explained there may be additional money allowing for flexibility in allocations. After a discussion by Commission Mr. Freedman clarified the proposed approaches: 1) Eliminate or reduce one or more strategies and put more funds in remaining strategies and if funds become available in the future restore unfunded strategies. 2) Move forward with current

staff recommendations and if additional funds become available use them to enhance strategies.

Mr. Freedman noted the goal is to leverage investments and diminish higher costs down the road. In addition try to educate families on what services they are missing out on and create avenues for them to utilize services for preventative care.

Commissioner Chair Loew moved to approve all staff recommended strategies as presented with the addition for Commission and staff to look at where we would add funding if successful in the AB99 litigation. Supervisor Buster seconded the motion.

Commissioner Watson agreed all strategies are needed. She expressed concern with delving into the health area. Her secondary preference would be to focus in a few areas and fine tune them and wait to add other areas as additional funding becomes available.

Commissioner Morford requested additional information on the effectiveness in the strategy areas when more funds to come available. Mr. Freedman agreed this information could be provided by staff.

Commissioner Chair Loew clarified her motion for Deputy County Counsel Munroe: "Approve staff recommendations and recommended funding levels as presented and consider augmenting funding allocations to strategies in the strategic plan as additional funding becomes available."

Commissioner Chair Loew moved to approve staff recommendations with the modification as noted above. Supervisor Buster 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, Hoffman, Morford, Whitaker-Meneses, Alternate Shafai for Commissioner Cox) Two (2) Absent, (Cox, Frykman), Zero (0) Abstain, One (1) Opposed, (Watson-via Web Ex), Zero (0) Vacant].

Mr. Freedman requested approval for staff to engage consultants to develop RFP/RFQs. It was the consensus of the Commission for staff to move forward with this request. *No action was required on this item.*

2. Approving the Probationary Status and Corrective Action Plan for the Lake Elsinore Unified School District Local School Readiness **Contract # 7013** – Harry Freedman, Executive Director

Mr. Freedman referred the Commission to the information included in their packet. He noted with the contract language being cleaned up there is less potential for loss of funds from agencies in the future. Lake Elsinore's contract will continue to be monitored. Commission Chair Loew pointed out the school district has a commitment to address these issues and they have acknowledged their commitment to do so. Ms. Schoenberg confirmed that is correct. Commission Chair Loew asked if the Commission would have the ability to hear back next month if LEUSD has started to move in that direction Ms. Schoenberg will report back to the Commission after her site visit to the agency.

Commission Chair Loew moved to approve the staff recommendation to put Lake Elsinore on a Probationary Status with a Corrective Active Plan as presented. Commissioner Morford 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, Supervisor Buster, Hoffman, Morford, Watson (via Web Ex), Whitaker-Meneses, Alternate

Shafai for Commissioner Cox, Two (2) Absent, (Cox, Frykman), Zero (0) Abstain, One (1) Opposed (Baskett), Zero (0) Vacant].

Commissioner Baskett commented that in the future, she would appreciate more information on what the issues were on this sort of item other than just the letter for probationary status. Mr. Freedman responded staff can provide her with additional information.

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

1. CARES Plus Update – Harry Freedman, Executive Director
2. Facility Update – Harry Freedman, Executive Director
Staff is leasing some additional space on an interim basis to meet needs created by vacating the 2010 building. Staff is also exploring various purchasing options, Mr. Freedman will bring information to the Commission as available.

3. June 2011 Financial Statements – Sandy Duncan, Administrator, Fiscal Services

Ms. Duncan noted the AB99 expense of 30 million will happen this fiscal year instead of next fiscal year per the letter received from the GFOA. She explained there were more encumbrances than anticipated. School readiness variance was due to under-expenditure by some participating school districts. Ms. Duncan will request rollovers for schools where possible.

Commissioner Baskett asked why there was under spending and if it was primarily classrooms or administration. Ms. Duncan will look into the detail for each school and report data back to the Commission.

4. Executive Director Report – Harry Freedman, Executive Director
5. Public Relations Update – Harry Freedman, Executive Director

I. Funded Agency Public Comments - No comments.

J. Public Comments

Dr. Pamela Luna spoke about the fact that she was no longer an employee of F5R, and commented on her experiences and concerns.

K. Future Agenda Items

Commission Adjournment at 3:14 p.m. to the Regular Joint Meeting of the Riverside County Children and Families Commission and Advisory Committee on Wednesday, September 14, 2011 beginning at 1:30 p.m.:

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