

Riverside County Children and Families Commission
Regular Joint Meeting of the
Commission and Advisory Committee
Wednesday, November 9, 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 1:30 p.m. by Susan Loew, Commission Chair. She informed the public that the open session would convene after closed session.

Commissioners Present: Susan Loew; Sharon Basket; Judee Cox; Jay Hoffman; Steven Morford; Lupe Watson; Supervisor Buster; Debbie Whitaker-Meneses

Commissioners Absent: None

Commission Vacancy: One

Alternates Present: Connie Beasley; Debbie Franklin (Closed Session Only); Stan Grube; Touraj Shafai (Closed Session Only); Sylvia Deporto

Alternates Absent: Georgann Koenig; Kristy Franklin

Staff Present: Harry Freedman, Executive Director; Stella Smith, Deputy Director; Lynn Stephens, Executive Assistant/Commission Secretary; Arrin Banks, Administrator, Grants and Contracts; Laurie Schoenberg, Administrator, Early Care & Education; Johnathan McDannell, Administrator, Outcomes Management; Veronica Hilton, Interim Administrator, Health & Community Programs; Uniqua Burgess, Program Specialist, Health & Community Programs Carol Abella, Program Specialist, Early Care & Education; Cindy Brandon, Administrative Secretary II; Susan Candelas, Office Assistant/Receptionist; Jaime Ayala, Public Information Coordinator

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

B. Closed Session – 1:30 p.m.-2:42 p.m.

Conference with Legal Counsel.

C. Open Session – 2:45 p.m.

1. Report out of Closed Session – Susan Loew, Commission Chair
 - a. Commission Chair Loew reported the Commission deferred discussion and action on the Executive Director Evaluation to a future meeting.
 - b. Commissioner Chair Loew reported the informal Subcommittee is continuing to gather information. Nothing further to report today.

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

1. Pledge of Allegiance
2. Commission Member Comments: None
3. Advisory Committee Member Comments: Alternate Chair Bealsey reported that the Committee met today. They will meet again in January 2012.

4. Executive Director Comments – Harry Freedman, Executive Director: None
5. Approval of the Minutes of the October 12, 2011 Regular Joint Commission Meeting with the Advisory Committee

Commissioner Watson moved to approve the Minutes of the October 12, 2011 regular joint meeting of the Commission and Advisory Committee. Commissioner Cox seconded the motion. *Commission Chair Loew called for a vote 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, Morford, Watson, Whitaker-Meneses,] Zero (0) Absent, One (1) Abstain (Hoffman), One (1) Vacant].*

E. Reports

1. Action Report – (Action) – Stella Smith, Deputy Director
Ms. Smith reviewed action items 11-30 through 11-33 as presented in the Commission packet.

11-30: Approving and Ratifying the Investment of Funds Contract between the Riverside County Children and Families Commission and the Riverside County Department of Mental Health – **Contract #3007 MH-12**

Recommended Action: That the Commission 1) approve the Investment of Funds Contract with the Riverside County Department of Mental Health, ratifying back to July 1, 2011 as attached to this action report, and 2) authorize the Executive Director or designee to execute the necessary documents and actions required to effectuate this action without requiring further action of the Commission.

11-31: Approving and Ratifying the Investment of Funds Agreement Between the Riverside County Children and Families Commission and Family Services Association of Western Riverside County – **Contract #3008 MH-12**

Recommended Action: That the Commission 1) approve the Investment of Funds Contract with Family Service Association of Western Riverside County, ratifying back to July 1, 2011 as attached to this action report, and 2) authorize the Executive Director or designee to execute the necessary documents and actions required to effectuate this action without requiring further action of the Commission.

11-32: Approving and Ratifying the Mental Health Initiative Primary Prevention Education and Outreach Campaign an Investment of Funds Contract between the Riverside County Children and Families Commission and Hershey/Cause – **Contract #3301 MH-12**
(Alternate Beasley recused herself due to conflict and left the meeting at 2:47 p.m. She was not a part of the vote or discussion.)

Recommended Action: That the Commission 1) approve the amendment to the Investment of Funds contract with Hershey Cause as attached to this action report, and 2) authorize the Executive Director or designee to execute the necessary documents and actions required to effectuate this action without requiring further action of the Commission.

Commissioner Cox moved to approve action items 11-30 through 11-32 as presented. Commissioner Watson seconded the motion. Commission Chair Loew called for a vote 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, Cox, Hoffman, Morford, Watson, Whitaker-Meneses] Zero (0) Absent, Zero (0) Abstain, One (1) Vacant].

11-33: Approving Adoption of the Revised AR-1 Section of the Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2010-2011

Ms. Smith reported on the errors discovered in the original report submitted. Lines that were affected did not change the bottom line. The State has been notified that the change is returning to the Commission. (Alternate Beasley returned at 2:51 pm)

Recommended Action: That the Commission, after conduct of a public hearing, 1) approve the amended AR1 Report section of the Annual Report for FY 10/11 as attached to this action report, and 2) authorize the Executive Director or designee to execute the necessary documents and actions required to effectuate this action without requiring further action of the Commission.

- a. Public Hearing on the Revised AR-1 Section of the Annual Report of the Riverside County Children and Families Commission for Fiscal Year 2010-2011. Commission Chair opened and closed the public hearing.

Commissioner Chair Loew opened the public hearing concerning the report on the revised AR-1 Section of the Annual Report of the Commission for Fiscal Year 2010-2011. There being no requests for public comments, Commission Chair Loew closed the public hearing.

Commissioner Hoffman moved to approve action item 11-33 as presented. Commissioner Morford seconded the motion. Commission Chair Loew called for a vote 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, Cox, Hoffman, Morford, Watson, Whitaker-Meneses) Zero (0) Absent, Zero (0) Abstain, One (1) Vacant].

F. Presentations

1. Mental Health Initiative, Primary Prevention Campaign, Hershey Cause, Stella Smith Uniqua Burgess introduced Kirsty Burkhart, Senior Advisor and Lotta Rao, Project Director to present the power point as included in the Commission packet.

Ms. Rao provided information regarding data Hershey Cause collected Ms. Burkhart pointed out areas that are harder to reach in the Desert region and multiple hot zones where parents and care givers can benefit from services. [All materials produced by Hershey Cause will be printable from the F5R website.] Ms. Rao noted that 2-1-1 and Google analytics will be used to track which marketing tools are utilized most by the public as well as noting how many materials are requested for replenishment from community organizations. Hershey Cause will also coordinate efforts with the Department of Mental Health and Family Service Association. Supervisor Buster requests that there be an attempt to measure in key areas, such as mental instability. Department of Mental Health and Family Service Association will present at a future meeting.

2. Child Care Vacancy Rates, Johnathan McDannell, Administrator Outcomes Management Mr. McDannell presented information regarding vacancy rates of child care/preschool providers funded by F5R.

Supervisor Buster suggested in the future that F5R enlist the services of an independent agency such as the Cal State San Bernardino Group that does this type of measurement to conduct the survey of funded agencies rather than having the survey coming from F5R directly.

G. Discussion/Action

1. Strategic Plan Implementation – Harry Freedman, Executive Director presented.
(See Commission packet distributed pursuant to this November 9, 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.)
 - a. Health and ECE RFP Status
Mr. Freedman reviewed the existing RFP timeline and noted he would be seeking clarification on policy issues discussed last month. Staff is currently on track for the release of the Health RFP's. Staff is recommending delay of the ECE RFP in order to allow time for review of the State Initiative Guideline's that are expected to be released in January 2012. This delay will result in the extension of existing ECE contracts that are performing well and are in line with the current strategic plan. Mr. Freedman addressed current policy items that required clarification from the Commission. 1) Clarification if the 24 versus 25% scholarship cap 2) Limiting the number of non-attended days that agency could receive scholarship payments for 3) Use of client fees up to actual expense. At this time Commission Chair Loew opened up the meeting for Public Comments.

Funded Agency Public Comments:

1. Gayle Clark from Bermuda Dunes Child Care facility addressed concerns with the proposed strategies for child care funding, including Inclusion Program lack of funding, reimbursement rates of tier system, ranking of her agency, and teacher training not covered by CARES plus.

Mr. Freedman responded to Ms. Clark's concerns noting that the proposed scholarship rates are tied to quality based on assessment. The Commission discussion concerned strategic plan and funding, special needs children funding (incorporated into all funding), and quality enhancement funding.

2. Malinda Margiotta, Owner of ABC Child Care Village addressed various issues including, the QRIS National Learning Network not implemented, counting of child care entities as one, quality issues as related to scholarships, co-pay language.
3. Jillian Kreissig, Grant Director of ABC Child Care Village reported on her research after speaking with the CDE. She noted the importance of teacher experience, quality training and pointed out that the State hasn't adopted a system.
4. Joann Hameister reported she has been with V.I.P. Tots for 32 years. She made suggestions and expressed concerns, including, special needs children reimbursed at functional rate (i.e. as toddler), use percentage of low income and poverty in area rather than capping, tiers make a difference, need for flexibility in budget and transferring between classes.

Commissioner Watson commented that she needs to understand the fiscal impact of changing previous considerations of the Commission. Commissioner Baskett pointed out that the term parent fees being used when the term co-pay should be used. Mr. Freedman responded to policy level issues raised by noting that the Commission wanted to increase quality and access, and tie scholarship amounts to the level of quality as well as utilization Staff recommended using QRIS as a tool to measure level of quality as it is recognized as being affective. He noted funding constraints were considered in making decisions. Family fees will be charged if it is possible that a parent can contribute, F5R wants to use their payments in order to stretch dollars. Rates will not change mid-year, programs will be evaluated annually. Quality dollars that are used to improve quality will become self-sustaining in future years. Line item budget issue: F5R will ask for budgets for information purposes, the rate is driven by assessment of quality. After the end of the year, staff will make sure actual expenses are reimbursable.

Policy issue: Staff recommends deferring the release of ECE RFP's due to the release of First 5 California (F5CA) Child Signature Program which is similar to F5R's RFP. F5CA's program is a matching fund program. Details will be released in January 2012 (Alternate Beasley left the meeting at 4:23 pm). Mr. Freedman noted significant differences between F5R and the State programs. F5 State Commission allocated 45 million dollars. The Commission should consider if they want to modify our current program or leave as is. Mr. Freedman noted that if the RFP process is extended, he recommends extending existing contracts as described in the attached documents. Actions on extensions, if necessary, will be addressed a future meeting. He noted it will be more expensive to extend existing contracts than to issue new ones but there may be savings through F5CA depending on the level of match. (Alternate Grube left the meeting at 4:31 pm) They plan on funding in phases, with planning and implementation of the three year initiative. Mr. Freedman anticipates recommendations can be made by staff and presented to the Commission by February 2012 based on the F5CA initiative and or revisions to F5R's RFP.

Deferment of F5R RFP: After discussion Commissioner Watson motioned to defer issuing the F5R RFP and wait to see what the F5CA Signature guidelines are before moving forward.

Commissioner Vice-Chair Hoffman moved to approve Commissioner Watson's motion to defer F5R RFP. Commissioner Morford seconded the motion. Commission Chair Loew called for a vote with the result as follows: The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor [Loew, Supervisor Buster, Cox, Hoffman, Morford, Watson, Whitaker-Meneses) Zero (0) Absent, Zero (0) Abstain, One (1) No (Baskett), One (1) Vacant].

Clarification on RFP Guidelines: After discussion Commissioner Watson moved that staff 1) revisit all issues raised today 2) bring back all policy issues to include a summary of issues and responses with fiscal impact if any, and 3) wait to release new RFP. Mr. Freedman noted current contracts would be recommended for rollover as long as they are performing and in compliance with strategic plan pending completion of the new RFP process. Commission Chair Loew suggested the Commission also take into consideration how are we capturing what gets reimbursed such as child sick time and vacation at funded centers. Mr. Freedman recapped the intent of Commissioner Watson's motion: Staff will come back with a comprehensive recommendation addressing the three policy issues noted that were to be addressed during this meeting, along with further recommendations based on input received today from public speakers and taking into consideration Commission discussion on public feedback.

Policy Issues to be discussed at the December Commission meeting: 1) Clarification if the 24 versus 25% scholarship cap 2) Limiting the number of non-attended days that agencies could receive scholarship payments for 3) Use of client fees up to actual expense

Public Speakers Issues identified: 1) RFP only being for scholarships and not including the Inclusion Program 2) Reimbursements below the State level 3) Requiring family fees 4) Capping at 24 versus a percentage, would additional funding be allowed to use for additional families 5) FTE-more than one child can be served per day if there are half days of services and as long as it equals to 1 child FTE 6) better sound system in Indio for meetings 7) Concern with lack of funding for special needs children 8) QRIS System: is it an appropriate tool to assess quality 9) teacher trainings for those not eligible under CARES Plus 10) QRIS recommend modification 11) Lack of stability for reimbursement rates 12) Tiered reimbursement, allow flexibility of switching children between programs. It was Commission consensus to act on Commissioner Watson's motion.

Commissioner Vice-Chair Hoffman moved to approve Commissioner Watson's motion as recapped by Mr. Freedman. Commissioner Morford seconded the motion. Commission Chair Loew called for a vote with the result as follows: The motion carried. [Following is the vote of the Commission members present: Eight (8) in favor [Loew, Supervisor Buster, Baskett, Cox, Hoffman, Morford, Watson, Whitaker-Meneses) Zero (0) Absent, Zero (0) Abstain, Zero (0) No, One (1) Vacant]. (Commissioner Watson left at 4:50 p.m.)

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

1. Riverside County Community Indicators Report – Harry Freedman, Executive Director
2. September Financial Statement – Sandy Duncan, Administrator, Fiscal Services
3. Executive Director Report – Harry Freedman, Executive Director
4. Public Relations Update – Jamie Ayala, Public Information Coordinator

I. Funded Agency Public Comments: None

J. Public Comments: None

K. Future Agenda Items: Update of CARES Plus program.

Commission Adjournment at 4:51 p.m. to the Regular Joint Meeting of the Riverside County Children and Families Commission and Advisory Committee on Wednesday, December 14, 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**