



A public entity funded from Proposition 10 tobacco tax funds

PUBLIC NOTICE

Regular Meeting of the Commission

Wednesday, June 24, 2009

1:30 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 Regular meeting of the Commission of the Riverside County Children and Families Commission.

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 – Jerry Wengerd, Commission -Chair

B. Commission Business – Jerry Wengerd, Commission -Chair

1. Chair and Commission Member Comments
2. Executive Director Comments – Harry Freedman, Executive Director
3. Approval of Commission Meeting Minutes
 - a. May 27, 2009 Commission Meeting Minutes

C. Reports

1. Resolution Report – (Action) – Stella Smith, Deputy Director
Resolutions 09-31 through 09-39 will be submitted for block approval, however conflicts of interest will be noted on Resolutions 09-32 and 09-39. Resolution 09-40 will be considered separately to provide detailed information.

Riverside County Children and Families Commission members have the option of excluding discussion items from a master motion.

- 09-31: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and the YWCA of Riverside County to Maintain Child Care Services - **Contract #1107 PSC-09**
- 09-32: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and the Riverside County Child Care Consortium for Comprehensive Approaches to Raising Educational Standards (CARES)/Coordinated Specialization Training and Staff Development (CTSDT) - **Contract # 7003 EC-10**
- 09-33: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and Lake Elsinore Unified School District for the Special Needs Project - **Contract # 7004-EC-10**
- 09-34: Approving the First Amendment to the Contract between the Riverside County Children and Families Commission and Family Service Association - **Contract # 8117 OT-09**
- 09-35: Ratification and Approval of the First Amendment to the Contract between the Riverside County Children and Families Commission and Riverside County Regional Medical Center (RCRMC) for Implementation of the Dental Program - **Contract # 1052 OP-09**
- 09-36: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and Riverside County Regional Medical Center for the Dental Program FY 09/10 - **Contract #1052 OP-10**
- 09-37: Approving the Professional Services Contract between the Riverside County Children and Families Commission and ACORN Technology Corporation - **Contract # 1049-PSC-10**
- 09-38: Adopting and Ratifying the Capital Asset Policy of the Riverside County Children and Families Commission
- 09-39: Ratification and Approval of the Second Amendment to the Professional Services Contract between the Riverside County Children and Families Commission and Inland Empire Health (IEHP) Access - **Contract # 1073 PSC-07**

- 2. Advisory Committee Update – Dr. Carla Lidner, Chair
- 3. Recommendations of the Subcommittee Regarding the Mental Health Initiative Request for Proposal Award – Yolanda Carrillo & Vicki Oltean

D. Presentations

- 1. State Licensing Practice Review – Holly Daasnes Southern Region Child Care Advocate
- 2. Child Care Need Analysis – Advancement Project – Tahirah Farris, John Kim, Christine Schweidler

E. Discussion/Action

1. Commission Re-Structure Update – Susan Loew, Commission Vice-Chair
2. Contract Extensions Status – Arrin Banks, Administrator, Grants & Contracts
3. Review of the 2006 - 2011 Strategic Plan of the Riverside County Children and Families Commission – Stella Smith, Deputy Director
4. Riverside Community Hospital Operational Grant Contract Recommendation – Michelle Burroughs, Administrator, Health and Community Programs
5. Expansion of Current Contracts – Harry Freedman, Executive Director
6. Unsolicited Request Criteria – Harry Freedman, Executive Director
7. Unsolicited Requests for Funding – Harry Freedman, Executive Director
 - a. Murrieta Valley School District
 - b. Fatherhood Academy
 - c. Volunteer Center of Riverside County
 - d. ABC Child Care Center
 - e. Hemet Valley Medical Center
8. Evaluation System Overview (GEMS) – Johnathan McDannell, Administrator Outcomes Management

Resolution 09-40: Approving the Second Amendment to the Professional Services Contract between the Riverside County Children and Families Commission and MOSAIC Network, Inc. - **Contract # 1074 PSC-07**

F. Information Items

1. May 2009 Financial Statement – Sandy Duncan, Administrator Fiscal Services
2. Executive Director Report – Harry Freedman, Executive Director
3. Public Relations Information – Harry Freedman, Executive Director
State Public Information Campaign

G. Funded Agency Public Comments

H. Public Comments

I. Future Agenda Items

- J. Commission Adjournment to the Closed Session Meeting of the Riverside County Children and Families Commission on Wednesday, July 22, 2009, beginning at 12:00 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) working days prior to the meeting date:

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

**Riverside County Children and Families Commission
1:30 p.m. - *Regular Meeting of the Commission*
Wednesday, June 24, 2009**

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

Minutes

A. Call To Order:

The Regular Meeting of the Commission was called to order at 1:33 p.m. by Commission Chair Jerry Wengerd.

Commissioners Present: Chair, Jerry Wengerd; Vice-Chair, Susan Loew; Yolanda Carrillo; Dr. Eric Frykman; Dr. Jay Hoffman, Vicki Oltean

Commissioners Absent: Supervisor Jeff Stone, Connie Beasley

Commission Vacancy: A representative of local government with a demonstrated focus on programs for prevention and early intervention for families at risk

Staff Present: Harry Freedman, Executive Director; Stella Smith, Deputy Director; Lynn Stephens, Executive Assistant/Commission Secretary; Sandy, Duncan, Administrator, Fiscal Services; Johnathan McDannell, Administrator, Outcomes Management; Laurie Schoenberg, Administrator, Early Care & Education; Michelle Burroughs, Administrator, Health & Community Programs; Sherry Watkins, Facilities & Operations Specialist; Cindy Brandon, Administrative Secretary; Sonia Jizrawi, Program Specialist, Early Care & Education; Jean Alexander-Booth, Program Specialist II, Early Care & Education; Deborah DeForge, Program Specialist II, Outcomes Management; Uniqua Burgess, Program Specialist Health & Community Programs; Cassandra Adams Contract Specialist, Grants & Contracts; Shawn Burrell, Secretary, Grants & Contracts and Fiscal Services, Elizabeth Watt, Office Assistant III; Carol Abella, Program Specialist, Early Care & Education; Rocio Zuniga, Program Specialist, Early Care & Education; Kristi Van Heule, Program Coordinator, Capacity Building Initiative

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

Consultant: Diane Mapes, First 5 Riverside

B. Commission Business – Commission Chair, Jerry Wengerd

1. Chair and Commissioner Comments:

Commissioner Chair Wengerd informed the Commission that he requested staff provide him with an agenda with times on it. He will be following the timeline established by staff for today's agenda.

2. **Executive Director Comments – Harry Freedman**

Mr. Freedman had no comment.

3. **Approval of May 27, 2009 Commission Meeting Minutes**

Commissioner Frykman moved to approve the minutes of the May 27, 2009 meeting of the Commission. Commissioner Hoffman seconded the motion. The motion carried. [Following is the vote of the Commission members present: Five (5) in favor (Loew, Frykman, Hoffman, Carrillo, Oltean), One, (1) abstain, Wengerd, Two (2) absent (Beasley, Supervisor Stone), Zero (0) opposed, One (1) vacant]

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

Ms. Smith facilitated action on the resolutions presented for approval. Following is a record of action(s) taken by the Commission on Resolutions 09-31 through 09-40: Resolutions 09-31 through 09-38 were presented as a block motion. Conflicts of Interest were noted on Resolutions 09-32 and 09-39. Resolution 09-40 was considered separately to provide detailed information.

Ms. Smith noted Commissioner Oltean had a conflict on Resolution on 09-32. Resolution 09-39 was pulled because there were not enough members to vote on the item due to conflicts. She informed the Commission that there was a request to speak on Reso 09-35 and 09-36.

Public Comment:

Resolutions: 09-35 and 09-36 Riverside County Regional Medical Center (RCRMC)

Irma Valerio, Product Manager of the RCRMC dental program thanked the Commission for the additional funds provided to the program to serve children on the existing waiting list. She shared pictures of dental decay in children that had been served through their service and reported on the number of children that were treated with the assistance of F5R funding. She noted 3,652 children were enrolled but due to lack of funding not all children were able to be served.

Ms. Valerio requested additional funding from the Commission to allow for services for the 3,182 children that could not receive dental referral for treatment due to lack of funds.

Commission Vice-Chair Loew asked if the numbers presented by Ms. Valerio and requested to be covered was what is being acted on today's resolutions.

Ms. Burroughs responded that the resolutions on today's are sufficient to fund the prioritized waiting list provided by Ms. Valerio for Fiscal Year 08-09, and a similar increase for Fiscal Year 09-10. The funds are not sufficient to cover the 3,182 referenced by Ms. Valerio.

Ms. Smith recommended that RCRMC bring another proposal to the Commission with specific numbers and dollars specific to Ms. Valerio's request presented today, and move forward with acting on the resolutions as presented today. Commission agreed.

Resolution 09-39 was held over until later in the agenda because there were not enough members to vote on the item due to conflicts.

Deputy County Counsel, Tiffany North recommended that Agenda Item C.3 also be held over until later in the agenda in order to allow time to see if there would be enough non-conflicted members in attendance.

09-31: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and the YWCA of Riverside County to Maintain Child Care Services - Contract #1107 PSC-09

Recommended Action: That the Commission approve the Investment of Funds Contract between the Commission and the YWCA of Riverside County and ratify the action back to April 27, 2009. Further, that the Commission authorize the Executive Director or designee to execute the necessary documents and actions to effectuate this Resolution without requiring further action of the Commission.

09-32: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and the Riverside County Child Care Consortium for Comprehensive Approaches to Raising Educational Standards (CARES)/Coordinated Specialization Training and Staff Development (CTSDT) - Contract #7003 EC-10

Recommended Action: That the Commission approve the consolidated CARES/CSTSD contract between the Commission and the Riverside County Child Care Consortium for FY 09/10 and authorize the Executive Director or designee to execute the necessary documents and/or actions to effectuate this Resolution.

09-33: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and Lake Elsinore Unified School District for the Special Needs Project - Contract # - 7004-EC-10

Recommended Action: That the Commission approve the contract between the Commission and Lake Elsinore Unified School District as presented and authorize the Executive Director to execute the required documents and/or actions to effectuate this Resolution.

09-34: Approving the First Amendment to the Contract between the Riverside County Children and Families Commission and Family Service Association - Contract # 8117 OT-09

Recommended Action: That the Commission approve the set aside of \$200,000 for expansion of child care capacity in Hemet (whether or not FSA is able to provide expansion) and that the Commission approve the amendment to the one time only contract with FSA as attached to the Resolution. Further that the Commission authorize the Executive Director or designee to execute the necessary documents/actions to effectuate this Resolution.

09-35: Ratification and Approval of the First Amendment to the Contract between the Riverside County Children and Families Commission and Riverside County Regional Medical Center (RCRMC) for Implementation of the Dental Program - Contract # 1052 OP-09

Recommended Action: That the Commission approve the amendment to the contract with the Riverside County Regional Medical Center and authorize the Executive Director or designee to execute the necessary documents/actions to effectuate this Resolution.

09-36: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and Riverside County Regional Medical Center for the Dental Program for FY 09/10 - Contract # - 1052 OP-10

Recommended Action: That the Commission approve the contract with the Riverside County Regional Medical Center for FY 09/10 and authorize the Executive Director or designee to execute the necessary documents/actions to effectuate this Resolution.

09-37: Approving the Professional Services Contract between the Riverside County Children and Families Commission and ACORN Technology Corporation - Contract # 1049-PSC-10

Recommended Action: That the Commission approve the Professional Services Contract with ACORN Technologies Inc. and authorize the Executive Director to execute the necessary documents and/or actions to effectuate this Resolution

09-38: Adopting and Ratifying the Capital Asset Policy of the Riverside County Children and Families Commission

Recommended Action: That the Commission formally adopt the Riverside County Auditor Controller Standard Procedure Manual policy for Capitalized Assets and Non-capitalized Assets.

09-39: Ratification and Approval of the Second Amendment to the Professional Services Contract between the Riverside County Children and Families Commission and Inland Empire Health (IEHP) Access - Contract # 1073 PSC-07

Recommended Action: That the Commission approve the second amendment to the Professional Services Contract with Inland Empire Health Access and ratify the amendment back to October 1, 2006. Further, that the Commission authorize the Executive Director to execute the necessary actions and/or documents to execute this Resolution.

Resolution 09-39 was pulled because there were not enough members to vote on the item due to conflicts.

Commissioner Vice-Chair, Loew moved to approve Resolution 09-31 through 09-38. Commissioner Hoffman seconded the motion. The motion carried. *[Following is the vote of the Commission members present: Six (6) in favor (Wengerd, Loew, Frykman, Hoffman, Carrillo, Oltean), Zero, (0) abstain, Two (2) absent (Beasley, Supervisor Stone), Zero (0) opposed, One (1) vacant] Commissioner Oltean's vote on the block motion was not included in the vote on Resolution 09-32.*

2. Advisory Committee Update – Dr. Carla Lidner, Advisory Committee Chair

Dr. Carla Lidner provided an Advisory Committee update. She reminded the Commission that at the last meeting they met with staff from the County Executive Office regarding the impact of the restructure on the Advisory Committee. She also announced that Ms. Debbie Franklin was recently appointed to the Advisory Committee and provided a brief background on Ms. Franklin. Ms. Franklin was appointed by Fifth District Supervisor Marion Ashley. She is on the Banning City Council and San Gorgonio Child Care Consortium and a member of Community Action partnership.

3. Recommendations of the Subcommittee Regarding the Mental Health Initiative Request for Proposal Award – Yolanda Carrillo & Vicki Oltean

This item was held over until later in the meeting due to conflicts and there not being enough non-conflicted Commissioners present at this point in the meeting to take action.

D. Presentations:

1. State Licensing Practice Review – Holly Daasnes, Southern Region Child Care Advocate

Ms. Shoenberg reminded the Commission that the Commission requested this presentation at the last Commission meeting.

Ms. Schoenberg shared background on Ms. Daasnes. She noted Ms. Daasnes is currently the only advocate in the state and has been with the agency since 1981.

Ms. Daasnes described the functions of Community Care Licensing Division (CCLD), emphasizing their desire to work collaboratively with providers, while simultaneously overseeing implementation of regulations to ensure safety of clients

The CCLD Child Care Program has the challenging job of licensing and providing oversight of some 54, 000 child care facilities with a capacity of nearly 1.2 million children. Statewide there are between 600-1,000 new license applications processed monthly.

Statewide last year there were 310 temporary suspensions/actions where CCLD were unable to work with the provider to assure compliance or there were serious incidents so action had to be taken to remove students for the facilities.

Ms. Daasnes noted CCLD has received continuous budget cuts since the initial budget crisis in 2003. Prior to the cuts there were regular compliance and safety checks for the agencies annually. She noted when the cuts in staff occurred in 2003 they had to go the legislature to have governing laws changed because they could no longer comply with the annual compliance monitoring. With this change, facilities are only inspected every five years. Facilities with issues continue to be visited annually to ensure the facilities are following their corrective action plans.

The Governor has proposed to reduce funding further and to take CCLD out of the General Fund. CCLD have been in the General Fund since the CCLD's inception. Recently they have instituted licensing fees to compensate for the loss. The Governor's proposal will result in centers not being monitored.

CCLD staff continues to have a collaborative relationships with the providers by enhancing their Website to provide documents to providers and help them maintain compliance.

Compliance is maintained through:

- Unannounced facility inspections
- Complaint investigations
- Issuing deficiency notices
- Consultations
- Education and technical support

Commission Vice-Chair Loew asked how the review of agencies that have complaints is handled. Corrective action is taken by CCLD when a licensee fails to protect the health,

safety, and personal rights of individuals in care, or is unwilling or unable to maintain substantial compliance with licensing laws and regulations. Enforcement is maintained through:

- Fines and civil penalties (these may vary according to the violation)
- Non-compliance office conferences
- Administrative legal actions
- Denial of applications
- Compliance plans
- Probationary license
- Temporary suspension of license
- Revocation of license
- Licensee and employee exclusions

Commission Vice-Chair, Loew asked if the lack of staff has an impact on the review process for an agency on probation. Ms. Daasnes responded a compliance plan can be handled by a local office. If it is handed by the legal office, it can take longer to resolve. Unless it is a suspension, the provider can continue to operate during the review process.

Commissioner Carrillo asked if there are more child care homes out of compliance or center based facilities. Ms. Daasnas did not have the breakdown to confirm the numbers. She noted the review process is the same with all providers. She further noted any actions taken are available on their website. Agencies have appeal rights on any action taken against them.

(A copy of Ms. Daasnes report is on file at the Commission's business office).

2. Child Care Need Analysis – Advancement Project – Tahirah Farris,

Mr. Freedman noted the goal of this presentation is to help the Commissioners focus spending the limited dollars available and to help address the gap in childcare/preschool.

Ms. Schoenberg reminded the Commission of Ms. Molly Munger's presentation at the Child Care Crisis Summit in 2008. Ms. Munger is a First 5 Commissioner and the founder of the Advancement Project.

Ms. Schoenberg introduced Tahirah Farris. Ms. Farris reported John Kim and Christine Schweidler also participated in gathering data in the report she is presenting today. She distributed a zip code referral map for the Commission to refer to during her presentation. Several areas were highlighted from her report containing data from a snapshot over the past year.

Top zip codes in need

1. ZIP Code 92254 – Mecca
2. ZIP Code 92282 – White Water
3. ZIP Code 92236 – Coachella
4. ZIP Code 92230 – Cabazon
5. ZIP Code 92543 – Hemet
6. ZIP Code 92274 – Thermal (These areas tend to be Hispanic with less capacity overall.)

Findings from the report:

- 1) Areas of high need are geographically, economically isolated.
- 2) Mismatch between resources/capacity and need.
- 3) Unfilled capacity despite high need.

Recommendations

- 1) Invest in research and evaluation to be able to better identify need and measure affects of programs.
- 2) Develop place-based solutions for more subsidized care in high need areas.
- 3) Develop a strategic resource allocation plan to leverage funding with collaborative partners and help build capacity of existing child care providers.

Commission Chair Wengerd asked for clarification on the child care slots needed. He asked for a recommendation on how the Commission could best utilize her study and decide where the need is.

Ms. Farris referred the Commission to the maps of the child care needed and the licensed child care providers that serve subsidized children and need index. She pointed out the areas that have the most need for subsidized child care.

Commission Vice-Chair Loew informed Ms. Farris that she is the Director of DPSS. She referred to the section in the report that noted a lack of information and offered to have her department provide the missing data.

Commission Vice-Chair Loew requested a chart that shows children and actual slots by zip code in terms of actual capacity. This information would be helpful in future Commission discussions. She questioned if subsidized slots are being filled by subsidized children. Ms. Farris responded that she does not know for sure how the centers are filling their slots. Information included in the report was compiled as part of a vacancy survey results.

Commissioner Carrillo looked to Debbie Clark Cruz, Director of the Riverside County Child Care Consortium to determine if the survey included privately funded centers or state funded centers. Ms. Cruz responded the survey was done with both privately funded centers and state funded centers.

Commissioner Vice-Chair Loew questioned if the subsidized slots would be used if F5R created more slots. F5R Consultant, Diane Mapes addressed this question and responded that subsidized centers are full. Private centers can take subsidized children but cannot fill them because although the Riverside County Office of Education (RCOE) has a waiting list, they do not have enough funding to fill.

Commissioner Carrillo noted her subsidized centers are full and there are more on a waiting list. Her parent pay programs for working families are not full because of parents being laid off and cannot afford tuition.

Mr. Freedman noted the Commission needs to know where the unserved children are by zip code and then match them up by capacity. He identified key issues:

1. Finding out where the children are and
2. Is there capacity to place the children if funding were available to subsidize them

Mr. Freedman noted staff has requested information from RCOE to assist in providing answers.

Commissioner Frykman proposed staff return within the next couple of months with specific recommendations of the number of slots and dollar amounts needed to fill the slots. He

suggested staff make a decision based on the Advancement Project's analysis and other analysis obtained. As part of the recommendation, he suggested staff will work with ABCD Task Force, Planning Councils and Child Care Consortium to determine the appropriate and how much funding will be needed to implement a plan.

Commissioner Carrillo requested that staff also look at the pricing structure as there are various models to consider. Mr. Freedman referred the Commission to the summary from Ms. Schoenberg at the end of the presentation. The Commission thanked Ms. Farris for her presentation.

(Commission Vice-Chair Loew, left the meeting at 2:42. p.m.)

(A copy of Tahirah Farris, complete Advancement Project report and power point is on file at the Commission's business office).

E. Discussion/Action:

1. Contract Extensions – Stella Smith, Deputy Director- this item was taken out of order of the agenda

Ms. Smith informed the Commission that she would report for Arrin Banks who was absent. Highlighted items on the report were based on previous information shared on agencies pending completion of negotiations or contracts and have been resolved with the exception of Riverside Community Hospital. Ms. Burroughs will be speaking on this agency later in the agenda.

(A copy of Ms. Banks' complete Report presented by Ms. Smith on her behalf is on file at the Commission's business office.)

2. Review of the 2006 - 2011 Strategic Plan of the Riverside County Children and Families Commission – Stella Smith, Deputy Director - this item was taken out or order of the agenda

Ms. Smith noted the current Strategic Plan expires in 2011. Legislation that governs how first 5 commissions operate requires an annual review the Strategic Plan. Today's agenda item will fulfill the annual review requirement.

When new commissioners come on board as part of the new restructure, staff will include the Strategic Plan as part of the orientation and will have a detailed discussion about how the Commission would like to move forward with amendments to the Strategic Plan prior to or upon the expiration of the Plan. She reminded the Commission they previously held community forums and stakeholder interviews and suggested that this may be an approach to consider prior to amending the current Strategic Plan.

Commission Chair Wengerd observed that under the child care section in the Strategic Plan there is not a specific objective that says F5R is going to increase the number of child care spaces.

(Commissioner Vice-Chair Loew returned at 2:47 p.m.)

(A copy of Ms. Smith's complete Report is on file at the Commission's business office.)

3. Commission Re-Structure – Susan Loew, Commission Vice-Chair - this item was taken out of order of the agenda

Commission Vice-Chair Loew reported that the necessary changes have been approved by the Board of Supervisors for the F5R transition to a division of DPSS. Operations are being

evaluated to see if there are further integrations that are necessary. Updates will be provided on further adjustments.

Ms. North reported the amendments to the Ordinance (784) have been adopted by the Board of Supervisors. Thirty days post the adoption, it will become effective. Once effective, the Clerk of the Board will post the positions for vacancies for 10 working days. Interested parties can submit their information to the Clerk of the Board's office. The Clerk of the Board will submit the information to the F5R Executive Director for review. He will report back to Susan Loew (DPSS Director) and the Board of Supervisors will make the appointments.

Ms. North informed the Commission that the Board of Supervisors will be dark in August. Appointments may not happen until the first week of September. The current Commission will be effective until the new Commission is appointed and in effect.

Commissioner Vice-Chair, Loew noted the restructuring of the Commission also relates to the restructuring of the Advisory Committee who will serve as alternates of the Commission under their new roles. Anyone interested in continuing is encouraged to apply to the Clerk of the Board. Potential alternates should be aware that the role of the Advisory Committee will expand. They will need to attend the Commission meetings in case they are needed to step in due to the absence or conflict of the Commissioner for which they are appointed to serve as alternate.

There will be nine Commissioners including, a county management position, Board of Supervisors member and County Health Officer (Dr. Frykman) and 6 designated from categories specified in the Ordinance. The Ordinance is on the Clerk of the Board website and will be included in the application packet. Applicants should self disclose the category that coincides with their experience/background... There will be seven Advisory Committee members.

4. Riverside Community Hospital Operational Grant Contract Recommendation – Michelle Burroughs, Administrator, Health and Community Programs

Ms. Burroughs provided an overview of the staff recommendations concerning the Riverside Community Hospital (RCH) Operational Contract. While there has been some achievement, the program is not meeting major components/goals. Ms. Burroughs indicated that there has been substantial improvement recently.

Staff Recommendation:

Staff recommended extending RCH's contract for FY 09/10 on a probationary status. This recommendation is based on the identified issues and First 5 Riverside's concern about RCH's ability to reach the outcomes documented in the contract.

Commissioner Frykman moved to approve the staff recommendation as presented.

Commission Chair Wengerd asked if the program is for all babies. Ms. Burroughs responded that the program is for all mothers who are medically eligible to breast feed. She also noted that there was some overspending in categories outside the designated line items that were not reported to F5R as contractually required.

Public Comment:

1. Norene Bowers, Senior Vice President of RCH
Ms. Bowers distributed handouts to share with the Commission. She provided an update on the status of achievement of items outlined in their corrective action plan

provided by F5R and the steps that are being taken to meet the contract requirements of the probation. RCH staff will work with F5R staff on the remaining concerns. She concluded by informing the Commission that staff are more than willing to meet the standards outlined in the corrective action plan to be developed.

2. Laurie Hassley, Director of Loving Support Program
Ms. Hassley reported that the Loving Support Program (LSP) has been working to support breast feeding mothers for about 10 years. She clarified that LSP staff works with all the hospitals through the post partum period. She pointed out that mothers sometimes breastfeed during the hospital stay and quit within 3 days after they leave. Loving Support tracks who gives formula and who exclusively breastfeeds.
3. Armilla Henry Director for Post Partom Nursery
Ms. Henry acknowledged the support of LSP and wanted to make sure they not feel slighted by RCH presentation.

Commissioner Frykman moved to approve the staff recommendation as presented. Commissioner Vice-Chair Loew seconded. The motion was carried. [*Following is a vote of the Commission members present: [Six (6) in favor (Loew, Wengerd, Frykman, Hoffman, Oltean and Carrillo), Zero, (0) abstain, Two (2) absent (Stone, Beasley), Zero (0) opposed, One (1) vacant]*]

(A copy of Ms. Burroughs' complete Report is on file at the Commission's business office.)

Commission Chair Wengerd noted there are two delayed items on the agenda due to lack of quorum that would be continued. Ms. North clarified that Resolution: 09-39 and Agenda Item C.3 regarding the Mental Health Initiative would both be continued due to a lack of a quorum of non-conflicted members present to vote. Ms. North stated, "The FPPC regulations regarding the rule of necessity and "legally required to participate" are strictly construed. The regulations allow for the smallest number of officials with a conflict that are legally required to participate and only if there exists no alternative source for decision. Here, on the Mental Health Initiative, there are four conflicted Commissioners and four non-conflicted Commissioners. As such, the smallest number of conflicted members legally required to participate is one conflicted member. Only one member has no alternative source. Had Supervisor Stone or the Board of Supervisor's alternate member been present today, the Commission would have been able to invoke the rule of necessity and discuss the item and take action. Since a non-conflicted member is not present, this item needs to be continued, without discussion, until next month's meeting. To allow two conflicted Commissioners to participate under the rule of necessity, where there is one absent non-conflicted member would go against the intent of the regulations. **Resolution 09-39 will be continued for the same reason."**

5. Expansion of Current Contracts – Harry Freedman, Executive Director

Mr. Freedman noted Agenda Items E. 5, 6 and 7 are related. He reported the Commission has received an increasing number of unsolicited requests for funding not associated with RFPs.

He provided a recap of the Commission's previous discussion held on expansion. Agencies submitted requests that were never acted on due to Commission concerns about increasing capacity for a short period, followed by a significant reduction, and the potential impact of Proposition 1D. Some of the unsolicited requests reference this expansion process.

Mr. Freedman indicated that the Commission has already indicated a willingness to increase funding for services in order to respond to increased needs resulting from the current economy and budget crisis. He suggested that the Commission evaluate the additional local

needs once the impact of the State budget situation is clearer. He reminded the Commission that in addition to unspent funds within the 5 year spending plan, the Fund Balance also contains some unplanned surpluses and the release of \$10 million from the Sustainability Fund. Mr. Freedman suggested the Commission review needs, and make decisions on how to spend the funds based on needs as they appear in the next couple of months, reminding the Commission that Fund Balance revenues are not recurring – they are one time only funds.

6. Unsolicited Request Criteria – Harry Freedman, Executive Director

Mr. Freedman shared the draft of Unsolicited Request Criteria. He indicated that staff developed these general guidelines in an effort to balance the Commission's desire to be responsive with the need to have some criteria for decision making. The Commission has historically provided funding through an RFP process. Funding projects on a case by case basis at Commission meetings is not efficient, and does not lend itself to an orderly evaluation process. The draft guidelines are oriented toward emergency requests. He noted item "b" on the criteria is for cash flow purposes. It is not intended to be a funded cycle for new programs. Staff looks for guidance to adopt or revise the criteria.

Commissioner Hoffman noted in the normal funding process the screening of applications using experts is important. He asked if there could be a sub-committee or ad-hoc committee used for the unsolicited requests. Mr. Freedman agreed Dr. Hoffman's suggestion was good and staff could look into it. Mr. Freedman added Commissioner Carrillo's previously suggestion to create a separate funding stream to respond to emergency needs requests. He agreed with this possibility. Commissioner Carrillo added she would like to take into consideration the state budget once it is passed and consider the information the Commission received on the child care presentation before spending any money.

Commissioner Frykman agreed with Commissioner Carrillo's suggestion. He noted Commissioners will be criticized if they do not act on releasing some funds in needed areas soon. He added he did not want to hold off on spending money on needed areas. Commissioner Carrillo agreed with Commissioner Frykman's response but noted Commissioners should also incorporate Commissioner Hoffman suggestion.

Commissioner Hoffman added that he agrees with Commissioner Frykman's comment about not waiting to spend money. There is a need to respond to agencies requests for funding.

Commissioner Vice-Chair, Loew asked if staff is prepared to come back with recommendations on a spending plan that covers five or six different types of expenditures. She noted some may be easier to achieve in a short time frame than others. Mr. Freedman responded he can bring back preliminary recommendations for the Commission to consider and make decisions for some of the funds but not the total pot of money. He reminded the Commission that this particular agenda item was intended to be responsive to unsolicited requests.

Commission Vice-Chair, Loew moved to adopt the Unsolicited Guideline Request as presented. Commissioner Frykman seconded the motion. The motion was carried. *[Following is a vote of the Commission members present: [Six (6) in favor (Loew, Wengerd, Frykman, Hoffman, Oltean and Carrillo), Zero, (0) abstain, Two (2) absent (Stone, Beasley), Zero (0) opposed, One (1) vacant].*

(A copy of Mr. Freedman's complete Report is on file at the Commission's business office.)

7. Unsolicited Requests for Funding – Harry Freedman, Executive Director

Mr. Freedman reviewed requests as noted.

1) ABC Child Care Center

Request: \$615,775 to expand two existing contracts;
\$260,998 to add 40 Preschool spaces
\$354,757 to add 24 infant spaces

Staff Recommendation: Hold

Rationale: Rather than making individual decisions regarding expansion of specific contracts, staff recommends waiting for a Commission decision on use of funds for expansion of all current contracts, in context of overall decision regarding additional funding of services for community.

2) Hemet Valley Medical Center:

Request: \$37,000 to expand existing contract
Replace formula bags previously given to discharging mothers
with a new gift bag supporting exclusive breastfeeding and an
Infant Message DVD

Staff Recommendation: Hold

Rationale: Rather than making individual decisions regarding expansion of specific contracts, staff recommends waiting for a Commission decision on use of funds for expansion of all current contracts, in context of overall decision regarding additional funding of services for community.

3) Volunteer Center of Riverside County of Riverside

Request: \$191,262 to extend current contract for sustainability services for nonprofit organizations. 18 organizations would receive access to workshops and individualized need assessments, and 12 of them would receive follow up consultant services. The current contract is scheduled to expire June 30, 2009 and the Commission previously chose not to extend the Initiative.

Staff Recommendation: Hold

Rationale: The Commission has funded sustainability services through the Resource Center for Non-Profit Management/Volunteer Center for several years. Recently, other funders including Community Foundation, Weingart Foundation, and United Way have expressed interest in funding such services for the community. Staff recommends working with these and other interested funders to determine if a collaborative approach to this issue can be developed, and return to the Commission with a recommendation in the future. The Volunteer Center has requested F5R support for their application for ARRA funds, which is being provided.

4) Fatherhood Academy

Request: \$25,000 for a marketing event and support of a 10 lesson parenting program focused on Fathers

Staff Recommendation: Approve up to \$20,000 for Tuition assistance for parents enrolling in the class through Mount San Jacinto Junior College.

Rationale: Program represents a time limited, specialized approach to a high need population, consistent with F5R Strategic Plan, on a cost per enrollee basis.

Commissioner Vice-Chair, Loew noted the Fatherhood Academy's request was not in the parameters of the guideline just approved. However, Mr. Freedman has authority to grant funding within specified limits. Mr. Freedman indicated that while he has authority to sign for approval up to \$25,000, historically he has brought these items to the Commission as an information item.

Commission Vice-Chair, Loew moved to approve the Fatherhood Academy proposal as presented. Commissioner Hoffman seconded the motion.

At this time, Commission Chair noted there are requests to speak on this matter and called the first speaker.

Public Comment:

1. **Kate Hamaker, Murrieta Valley School District (MVSD)**
Ms. Haniker shared distributed handout and reviewed it with the Commission noting key points concerning the MVSD proposal.
(A copy of Ms. Haniker's complete Report is on file at the Commission's business office.)
2. **Kyra Wilson, Program Director, Volunteer Center of Riverside County**
Requested consideration for future funding to support capacity building for nonprofit programs. She read an appreciation letter from San Geronio Hospital.
3. **Susan Francis, CEO of JFK Foundation**
Supported the Volunteer Center proposal (as a F5R funded agency she has received funding for capacity building services from the agency). She reported on her experience with the Volunteer Center.
4. **Melody Amaral, CEO of The Carolyn E. Wylie Center for Children, Youth & Families**
Supported the Volunteer Center proposal Ms. Amaral reported on the services provided by the center that resulted in strengthening their F5R funded program.

Commissioner Vice-Chair Loew asked about the Commissions reason for discontinuing the Volunteer program previously. Mr. Freedman noted that during the review the Strategic Plan and allocation plan that occurred approximately two years ago, the Commission noted that funding for sustainability projects no longer fit into the revised Strategic Plan and chose not to set aside a separate stream of funding for this purpose.

With regard to the Volunteer Center request, Mr. Freedman noted he may bring the concept back but he would like to bring it back in collaboration with other funders. Riverside Community Foundation, the Weingart Foundation and United Way have expressed interest in funding sustainability. Conversations are taking place with these agencies. The Volunteer Center is also submitting a request for federal stimulus funds.

Commissioner Frykman agreed with staff recommendation. He noted his agreement is based on timing and the current economic situation.

Commissioner Carrillo noted she would like to see the Volunteer Center considered in future funding based on their experience and familiarity with F5R funded agencies.

Commission Vice-Chair Loew moved to approve the Fatherhood Academy proposal as presented. Commissioner Hoffman seconded the motion. The motion was carried. [*Following*

is a vote of the Commission members present: [Six (6) in favor (Loew, Wengerd, Frykman, Hoffman, Oltean and Carrillo), Zero, (0) abstain, Two (2) absent (Stone, Beasley), Zero (0) opposed, One (1) vacant].

*(A copy of Mr. Freedman's complete Report is on file at the Commission's business office.)
(Commissioner Hoffman and Commission Vice-chair Loew left the meeting at 3:59 p.m.)*

8. Evaluation System Overview (GEMS) – Johnathan McDannell, Administrator Outcomes Management

Johnathan McDannell provided an overview and recommendation related to amending the current contract with MOSAIC Network Inc.

09-40: Approving the Second Amendment to the Professional Services Contract between the Riverside County Children and Families Commission and MOSAIC Network, Inc. - Contract # 1074 PSC-07

Recommended Action: That the Commission approve an additional amount not to exceed \$134,721.00 in funds for the contract between Riverside County Children and Families Commission and Mosaic Network Inc. to allow for the stated enhancements to the Evaluation System and extension of the contract through June 30, 2010.

(Commissioner Hoffman returned at 4:01 p.m.) (Commissioner Vice-Chair Loew returned at 4:02 p.m.)

Commissioner Frykman moved to approve Resolution 09-40. Commissioner Vice-Chair, Loew seconded the motion. The motion carried. *[Following is the vote of the Commission members present: Six (6) in favor (Wengerd, Loew, Frykman, Hoffman, Carrillo, Oltean), Zero, (0) abstain, Two (2) absent (Beasley, Supervisor Stone), Zero (0) opposed, One (1) vacant]*

Commissioner Loew informed the Commission that Commissioner Carrillo questioned if there would be a conflict with her seconding the motion since she is a partner agency in the motion. (The issue being since F5R will be using DPSS to evaluate the system.) She request guidance from County Counsel. Ms. North responded there is no conflict.

F. Information Items

1. May 2009 Financial Statement – Sandy Duncan, Administrator Fiscal

Ms. Duncan provided a summary of the May financial statements by highlighting areas of significant variance of actual versus budget. The projected surplus for the year is \$7.9 million. Part of this is due to the delayed implementation of the Mental Health Initiative.

Ms. Duncan informed the Commission that the Annual Audit is in process, so there will be a preliminary financial statement at the June Commission meeting pending the official audit and closing of the books.

(A copy of Ms. Duncan's complete Report is on file at the Commission's business office.)

2. Executive Director Report – Harry Freedman, Executive Director

Mr. Freedman reviewed his written report and referred the Commission to a handout summarizing First 5 Association meeting attached to his report. Mr. Freedman pointed out that there are still discussions to eliminate the Healthy Families program in its entirety. F5 is being requested to assist with maintaining this program. He had requested MRMIB formalize their request when there is a specific dollar amount to propose.

Mr. Freedman reported First 5 California has rolled out its public education campaign, including several billboards, radio spots and online advertisements in Riverside and San Bernardino counties. In addition, it has enhanced its website with a parent resource center (<http://www.cfc.ca.gov/parents/>), which is similar to our resource and links pages.

(A copy of Mr. Freedman's complete Report is on file at the Commission's business office.)

3. Public Relations Information – Harry Freedman, Executive Director

Ms. Smith added to Mr. Freedman's report noting First 5 California website has a section specifically for parents which will provide referrals to local services and F5's.

Mr. Freedman reported F5R first Kids Fit Friday was successful and referred the Commission to the public relations information in their packet.

(A copy of Ms. Ayala's complete Report presented by Harry Freedman on her behalf is on file at the Commission's business office.)

G. Funded Agency Public Comments - None

H. Public Comments - None

I. Future Agenda Items

J. Commission Adjournment at 4:17 p.m. to the Closed Session Meeting of the Riverside County Children and Families Commission on Wednesday, July 22, 2009, beginning at

12:00 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) working days prior to the meeting date:

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