

**Riverside County Children and Families Commission**

***Special Joint Meeting of the  
Commission and Advisory Committee  
Thursday, August 26, 2010 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 Special Joint Meeting of the Commission and Advisory Committee was called to order at 1:32 p.m. by Susan Loew, Commission Chair.

Commissioners Present: Susan Loew; Supervisor Benoit; Sharon Baskett; Judee Cox; Jay Hoffman; Debbie Whitaker-Meneses; Steven Morford

Commissioners Absent: Eric Frykman; Lupe Ramos Watson

Alternates Present: Connie Beasley; Sylvia Deporto; Debbie Franklin; Stanley Grube.

Alternates Absent: Georgann Koenig; Touraj Shafai

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; Pamela Luna, Administrator, Health and Community Programs, Sherry Watkins, Facilities & Operations Specialist; Elizabeth Watt, Office Assistant III; Cassandra Adams, Contract Specialist, Grants & Contracts; Michelle Victor, Contract Specialist, Grants & Contracts; Renee Poselski, Administrative Services Analyst

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

First 5 Riverside Strategic Plan Consultant: Christina Bath Collosi was in attendance.

**B. Commission Business – Susan Loew, Commission Chair**

Commission Chair Loew pointed out that today's special joint meeting of the Commission and Advisory Committee stems from discussion last month about allowing the Alternates/Advisory Committee members to participate in Commission's discussion/action items. In order to be in compliance with the Brown Act this meeting was noticed and will be conducted as a joint meeting.

**1. Commission Member Comments**

Commission Vice-Chair Hoffman reported on the first regional workshop for First 5 Southern California Commissions held on August 12, 2010. Commissioners Morford and Hoffman and Mr. Freedman attended the event. Commission Vice-Chair Hoffman noted that the level and intensity to serve children 0-5 was present amongst the group. Commissioner Morford agreed First 5 Riverside ("F5R") should continue to support this event.

## 2. Approval of July 22, 2010 Regular Session Meeting Minutes

At the request of Family Service Association (FSA), Mr. Freedman corrected his comments made at the previous meeting regarding their agency. In response to a question from the Commission he had indicated that the proposal to provide funds to child care agencies to alleviate cash flow problems resulting from State payment being delayed was similar to the provision of funds to FSA to assist with their purchase of a new facility. This statement was incorrect. In FSA's case, funds were authorized through an advance in their contract, and the Commission was clear that no additional funds would be provided. In the child care situation, if funds were never offset by State payments then additional funding would be provided. There was no further discussion on Mr. Freedman's correction to his statement.

*Commissioner Morford moved to approve the Minutes of the July 22, 2010 meeting of the Commission. Supervisor Benoit seconded the motion. The motion carried [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Hoffman, Morford, Whitaker-Meneses), Two (2) Absent (Frykman, Watson), Zero (0) Abstain, Zero (0) Opposed, Zero (0) Vacant].*

## C. Reports

### 1. Advisory Committee Update

Advisory Chair Beasley reported on the Advisory Committee meeting held just prior to the Commission meeting today. The role of the Advisory Committee including visiting of funded agencies was discussed. She noted Dr. Shafai was at the Advisory Committee meeting and he was able to provide a report on how breastfeeding impacts the health of children. She reported he is writing an article which he will share when it is complete. In addition, she shared a plaque from the Riverside City Council and a Proclamation declaring August Breastfeeding Awareness month.

The Advisory Committee has asked Mr. Freedman and Ms. Smith to assist the Committee with compiling materials for site visits. The Advisory Committee would like to meet with families receiving services and service providers to gather information on how First 5 Riverside funding is assisting children. It is hoped that the Advisory Committee visits can be conducted at the same time as staff monitoring visits, though it was emphasized that the roles of the staff and advisory members are clearly very different. The Advisory Committee will provide staff with any information gathered during the visits that may require follow-up. F5R staff will provide a media kit so that all members are delivering the same message when visiting funded agencies.

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

Ms. Smith announced there would be a change to the roll call for the resolutions. Since Commissioner Frykman is not in attendance at today's meeting and there are no further conflicts on Resolution 10-33, this resolution could be considered in a block motion. Supervisor Benoit noted that he will abstain from the vote for Resolution 10-33 due to potential conflict on several items on the rollover spreadsheet listing funded agencies. Ms. Smith noted Commissioner Hoffman has a conflict on Resolution 10-33 because Nuvview Union School District is a subcontractor through the Mental Health Initiative contract. Commissioner Hoffman abstained and Alternate Franklin was activated to vote in his place. Two separate votes were taken on Resolution 10-33. All resolutions were considered separately for discussion and/or declaration of conflicts.

**10-32:** Approving Staff Recommendations to Grant Funds for Dental Services for Developmentally Delayed Children Program and Authorizing the Executive Director to Move Forward with Negotiations and Execution of an Investment of Funds Contract with

Loma Linda University School of Dentistry for the Period Covering October 1, 2010 through June 30, 2012 – **Contract #3023 HS-11.**

**Recommended Action:** That the Commission **1)** approve the award of funds not to exceed \$1,350,000 over 21 months to the Loma Linda University School of Dentistry for the implementation of Dental Services to Developmentally Delayed Children from October 1, 2010 through June 30, 2012 **2)** authorize the Executive Director or designee to move forward with negotiation of an Investment of Funds Contract as stipulated above **3)** authorize the Executive Director or designee to finalize and execute contract subject to legal review, using the Commission approved Investment of Funds Contract template, and take any other action relating to management of this contract without requiring further action of the Commission.

Ms. Smith provided an update on the meeting between F5R staff and Loma Linda University School of Dentistry. She noted both agencies are excited about implementing services.

*Commissioner Morford moved to approve Resolution 10-32 as presented. Commissioner Whitaker-Meneses seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].*

**10-33:** Authorizing the Executive Director to Issue Contract Amendments to Include Rollover Funds from Fiscal Year 2009/2010.

**Recommended Action:** That the Commission: **1)** approve the rollover of funds to the agencies for the amount not to exceed the information as attached to the resolution **2)** authorize the Executive Director or his designee to move forward with preparation of amendments to each contract listed **3)** authorize the Executive Director or designee to finalize and execute contract amendments subject to legal review and take any other action relating to management of these contracts without requiring further action of the Commission.

Supervisor Benoit noted for the record that he will not participate in the vote on any items pertaining to Resolution 10-33 due to possible conflict. Alternate Debbie Franklin will sit in for Commissioner Hoffman during the discussion and vote of item 19, the Mental Health Initiative Contract #3007 in Reso 10-33 due to his potential conflict.

*Commissioner Hoffman moved to approve items 1 through 18 in Resolution 10-33 as presented. Commissioner Baskett seconded the motion. The motion carried. [Following is the vote of the Commission members present: Six (6) in favor (Loew, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), One (1), (Supervisor Benoit) Abstain/Conflict, Zero (0) Opposed, Zero (0) Vacant].*

Item #19 the Mental Health Initiative Contract #3007 was taken separately due to Commissioner Hoffman having a conflict and Alternate Franklin sat in for Commissioner Hoffman. (Commissioner Hoffman was not in the room at the time of the vote.)

*Commissioner Baskett moved to approve item 19 Mental Health Initiative Contract #3007 in Resolution 10-33 as presented. Commissioner Morford seconded the motion. The motion carried. [Following is the vote of the Commission members present: Six (6) in favor (Loew, Baskett, Cox, Morford, Whitaker-Meneses, Alternate Franklin in place of Commissioner Hoffman) Two (2)*

*absent, (Frykman, Watson), One (1), (Supervisor Benoit) Abstain, One (1) Conflict (Hoffman), Zero (0) Opposed, Zero (0) Vacant].*

**10-34:** Approving Staff's Further Recommendations to Grant Funds for the New Capacity for High Needs Program and Authorizing the Executive Director to Move Forward with Negotiations and Execution of Investment of Funds Contracts Using the Attached Contract Template with the Recommended Awardees for the Period Covering August 1, 2010 through December 31, 2011.

**Recommended Action:** For items remaining from the prior Commission meeting, that the Commission **1)** approve the award of funds as recommended by staff, in amounts not to exceed the totals indicated on the spreadsheet as attached to the resolution. **2)** authorize the Executive Director or designee to move forward with negotiation of Investment of Funds Contracts utilizing the attached contract template. **3)** authorize the Executive Director or designee to finalize and execute contracts after legal review, using the attached contract template, and take any other action relating to this action without requiring further action of the Commission.

At this time due to a potential conflict (Riverside Community College is eligible for funding under the recommendations), Commissioner Whitaker-Meneses left the room and was not party to the discussion or vote. Her alternate, Stan Grube was activated to vote on this item in her place. Ms. Smith noted a request to speak had been received from Robert Field regarding Resolution 10-34. Ms. Smith provided an overview of the RFP guidelines for New Capacity for High Needs. She reported that staff reviewed applications and noted the lack of clarity in the application guidelines related to applicants that had a license on probationary status. After investigation, staff determined there was not an issue with the recommended applications. In order to move forward with full funding for the RDA Rubidoux site, the Commission would have to waive the guidelines indicating one award per agency and allocate additional funds as noted in the Resolution. Ms. North clarified the Commission previously acted on item numbers 1, 2, 3 and 5 on the New Capacity spreadsheet and those four items were previously approved at last month's Commission meeting. Today, the Commission will be acting on item numbers 4 and 6, Redevelopment Agency for the County of Riverside applications for the Menifee and Rubidoux sites. Ms. Smith reported that staff recommends moving forward with the both Redevelopment Agency sites contingent on the Commission to setting aside the RFPs guideline stipulating one award per agency, and approval of allocation of additional funding for the project if the Commission is willing to move forward with the second site in Rubidoux.

**Public Comment:**

Mr. Robert Field noted Redevelopment Agency for the County of Riverside will deliver what they promised on the projects and expressed his appreciation for the consideration of funding. Commissioner Morford asked if he has data for the need in Rubidoux area. Mr. Freedman responded that the Rubidoux zip code fits in the high needs area previously established. Supervisor Benoit pointed out that he appreciated the consideration of the Commission to allow funding for more than one agency per district and noted that he concurs with the general policy and this is the appropriate consideration for exemption for the policy. He moved to approve staff recommendation for exemption for this award and approving the additional funding for this RFP as presented by staff.

Commissioner Baskett asked if the Commission is looking at waiving this provision just for the County, or revisiting the provision for all agencies. Commission Chair Loew noted this provision

was specific for this particular RFP. The Commission would be free to consider modification or inclusion of this provision in future RFPs. Commissioner Cox asked if approving the waiver for one award per agency would open it up for other agencies to apply had they have known about the waiver. Mr. Freedman reported he spoke with Ms. North about this issue. He looked at the applications and determined that RCC was the only other agency that submitted an application that had other multiple sites. Supervisor Benoit reiterated that RDA represents five different supervisory districts. He asked that if another process is gone through in the future that the Commission consider redefining the guidelines as done today. Commission Chair Loew noted that the as future RFPs are being defined the Commission can decide which criteria they would like applicable in the guidelines at that time.

Ms. North clarified the motion as made by Supervisor Benoit: that the Commission (1) waive the current New Capacity for High Needs Areas RFP requirement with regard to one award per agency, and (2) approve staff recommendations regarding the Redevelopment Agency for the County of Riverside, #3105 Menifee location and #3104 Rubidoux location, applications number 4 and 6 on the New Capacity for High Need Areas chart. In addition, Supervisor Benoit moved to approve staff's recommendation to add additional funding to New Capacity for High Need Areas fund to fully fund the projects of applications number 4 and 6.

*Supervisor Benoit moved to approve Resolution 10-34 as presented and clarified by Ms. North. Commissioner Morford seconded the motion. The motion carried. [Following is the vote of the Commission members present: Six (6) in favor (Loew, Supervisor Benoit, Cox, Alternate Grube voted in place of Whitaker-Meneses, Morford, Hoffman) Two (2) absent, (Frykman, Watson), One (1) Conflict (Whitaker-Meneses), One (1) Opposed (Baskett), Zero (0) Vacant]. (Commissioner Whitaker-Meneses returned to the meeting after the vote)*

**10-35:** Approving Fiscal Year 2009/2010 Year-End Reserve for Encumbrance.

**Recommended Action:** That the Commission **1)** approve and authorize the establishment of a fiscal year 2009/2010 reserve for encumbrance totaling \$112,658; and **2)** authorize the Executive Director or his designee to release \$112,658 in fund reserved for encumbrance to increase fiscal year 2010/2011 appropriations as reflected in the provided.

*Commissioner Hoffman moved to approve Resolution 10-35 as presented. Commissioner Morford seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Hoffman, Morford, Whitaker-Meneses,) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].*

**10-36:** Approving and Ratifying the Investment of Funds Contract between the Riverside County Children and Families Commission and the Regents of the University of California for Implementation of Support Education Advocacy Resources Community and Hope (SEARCH) – **Contract # 3016 EF-11.**

**Recommended Action:** That the Commission **1)** approve and ratify the contract with the Regents of the University of California for Implementation of Support Education Advocacy Resources Community and Hope (SEARCH) for an amount not to exceed \$86,972 for the period covering August 1, 2010 through June 30, 2011. **2)** authorize the Executive Director or designee to take any other action relating to this action without requiring further action of the Commission.

*Supervisor Benoit moved to approve Resolution 10-36 as presented. Commissioner Hoffman seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Hoffman, Morford, Whitaker-Meneses,) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].*

**10-37:** Approving the Uncollectable Receivables Write-Off of Two Facilities Assistance Fund Contracts with Precious Blood Preschool **#2010 FA-08** and House of Praise Academy **#2001 FA-08**.

Ms. Smith provided a brief overview of Resolution 10-37. She noted there have been other agencies in this situation and F5R has been able to collect the funds from them. Ms. Smith that staff will make a final demand for payment but wishes to clear the books at this time.

**Recommended Action:** That the Commission authorize an uncollectable receivables write off in the amount of \$10,000.

*Supervisor Benoit moved to approve Resolution 10-37 as presented, with the caveat for staff to continue to pursue collection with the agencies Precious Blood Preschool #2010 FA-08 and House of Praise Academy #2001 FA-08. Commissioner Morford seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].*

**10-38:** Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and Find Food Bank, Inc. **Contract #3022 EF-11**.

**Recommended Action:** That the Commission **1)** approve and ratify the contract with Find Food Bank for food distribution services at an amount not to exceed \$194,143 for the period covering September 1, 2010 through June 30, 2011.**2)** authorize the Executive Director or designee to take any other action relating to this action without requiring further action of the Commission.

*Commissioner Baskett moved to approve Resolution 10-38 as presented. Commissioner Cox seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].* Supervisor Benoit stated that he appreciates staff's work to make this happen. He wholeheartedly supported the motion before the Commission.

**10-39:** Approving and Ratifying the Amendments to Fiscal Year 2008-2009 Facilities Assistance Fund (FAF) Contracts.

**Recommended Action:** That the Commission **1)** approve and ratify the amendments attached to the resolution and as listed in the spreadsheet attached to the resolution. **2)** authorize the Executive Director or designee to take any other action relating to this action without requiring further action of the Commission Further that the Commission authorize the Executive Director to modify such contracts as needed and appropriate.

Ms. North pointed out that the list of the amended Facilities Assistance Fund Contracts are attached to the Resolution. Amending the contracts will bring them in line with other FAF contracts that were previously issued.

Commissioner Morford moved to approve Resolution 10-39 as presented. Commissioner Baskett seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].

#### **D. Presentations**

##### **1. AmeriCorps Recognition and Award – Dr. Pam Luna, Interim Administrator, Health and Community Programs**

Mr. Freedman introduced Dr. Pamela Luna and provided a brief background on her. Dr. Luna has been an interim consultant as the Administrator for Health and Community Programs at First 5 Riverside. She will be a full time employee of First 5 effective August 30, 2010. Dr. Luna presented the AmeriCorps members and provided a brief overview on the program. She noted Riverside has been a part of the AmeriCorps program since 2002. 48 people have been in the program since its inception with over 80,000 hours of service in the community. Dr. Luna introduced each member who have fulfilled their pledge and term of service for 1,700 hours over an eleven month period. As a result, each of them are now eligible to receive the Seagull award for \$5,000 towards their education pursuits:

Two of the three members are returning for a second term:

Gay Dahl

Scharonia Mason

One member will conclude service with this term:

Grace Wise (formerly known as Grace Okwara)

Dr. Luna presented each member with a Certificate of National Service Award. Dr. Luna reported that there will be four members in the AmeriCorps program next year.

##### **2. Father's Time – Spencer Holman, Chief Executive Officer**

Mr. Holman noted the purpose of his presentation is to familiarize the Commission with Father's Time and to discuss the impact First 5 Riverside funding has had on the community. He introduced Wayne Skinner; Facilitator for Riverside County, and Jeff Carey who is a father that participated in the Father's Time program. Also introduced were, Janet Gary, Production Assistant, Elaine Holman and Vice President. Victor Riley. Mr. Holman reported their database includes over 1,000 organizations and they have exposed 5,000 fathers to the initiative in the past twelve months. 100% of fathers came and graduated and are actively involved with their children. 60-75% of the fathers graduate and go on to become facilitators in Riverside County.

Through the initiative from First 5 Riverside, Father's Time has worked with Soboba Tribe, churches and faith based organizations to make an impact on Riverside County. At this time Jeff Carey spoke. Mr. Carey explained that in the Academy he learned life values and coping skills. He expressed his honor to speak for the Academy and thanked the Commission for helping to make this possible. (*Supervisor Benoit left the meeting at 2:30 p.m. and returned at 2:32 p.m.*)

Commission Chair Loew noted it is encouraging to hear about the success of the program. Commissioner Baskett thanked Mr. Carey for speaking, and acknowledged Mr. Skinner for working in Riverside County. She noted she has the head-start county and pregnant minor programs and she would like to explore the possibility of working with him. She thanked the

Academy for the presentation and the work they do. A copy of the PowerPoint presentation is on file in the Commission office.

## **E. Discussion/Action**

### **1. Strategic Plan Update – Stella Smith, Deputy Director**

Ms. Smith gave a brief background and history of the strategic plan process and status and then introduced Consultant, Christina Bath-Collosi. Ms. Bath-Collosi has been on the First 5 staff in Santa Barbara and worked on strategic plans with Santa Barbara and other counties. Ms. Bath-Collosi shared the two approaches on the strategic plan revision process recommendations as included in the Commission packets. She noted both approaches are expedited and both focus on a specific process. During the process, consideration should be given to the fact that the financial forecast is different than it was years ago. Adequate information will be provided for the Commission to make sound decisions. She pointed out that there would be little time to look at leveraging public funds in Approach One. Approach Two would allow more time for decisions and discussions with other funders. The decision before the Commission today is for the Commission to decide if they have to have RFPs out in January and all new contracts in July, or are they more comfortable with looking at the whole landscape to ensure decisions are done efficiently with an extension process. Mr. Freedman added that the Commission would be devoting approximately two hours for the strategic planning revision process at each meeting, and adding a meeting in November in Approach One.

Commissioner Morford asked for additional clarification on Approach Two. Ms. Bath-Collosi noted there should be a revised Strategic Plan in place by February 2011. It would be the Commission's choice to extend current agency operational contracts that are in line with the Strategic Plan. Commissioner Morford asked what would be the potential cost to extend. Mr. Freedman indicated that he believed that the difference in the consultant fee is relatively small. Ms. Smith stated that there would be about a \$15,000 difference between the two approaches depending on the division of work between the consultant and staff. Commissioner Baskett noted that when the Strategic Plan Committee met they had discussed revising the existing plan.

Ms. Bath-Collosi noted an average strategic plan process is six months to a year. Ms. Bath-Collosi addressed Commissioner Baskett and she noted that both approaches are based on this understanding and will provide the Commission the information they need to make decisions.

Commissioner Cox pointed out there can be language added to the Strategic Plan that requires leveraging. Mr. Freedman added the goal is to have Commission level and staff level discussions with other potential funders before having the Strategic Plan in place. Mr. Freedman noted the extension of contracts would be for baseline operational contracts. Many existing contracts were designed to be one time, time limited opportunities that are due to expire June 30, 2011 and would not be extended. It is possible that not all of the operational contracts would be extended, depending on the contents of the revised Strategic Plan. Commission Vice-Chair Hoffman, noted it may be a benefit to have a process that lasts longer. He expressed interest in coming up with a way to think about sustainability by having more formalized relationships with other kinds of funding sources. This may give funded agencies assistance through other funding once First 5 Riverside funding runs out. Commissioner Chair added she agreed there is no rush to hurry through the process. She is inclined to allow more time and revisit the timeline as time progresses to make sure it is meeting First 5 Riverside goals. Commissioner Whitaker-Meneses added engagement with other funders and forming

partnerships is the essential piece more so than rolling over funds. She agreed Approach Two is the better choice.

### **Approach Two**

Goal = adopt the refined strategic plan no later than February, allowing additional time for more in depth consideration, and allowing new contracts to be in place by January 2012. Requires extension of existing ongoing contracts. Extensions would be limited to contracts who meet the refined strategic plan strategies as well as other criteria. Allows for engagement of other funders, identification of specific public funding leveraging opportunities, and (if desired) geographically targeting efforts to maximize and triage community investments.

This requires:

- Total number of Commission meetings: 5-6
- Average length of discussion in each meeting = 1.5 hours
- Schedule: Regularly scheduled Commission meetings
- Some planning materials will be included in the regular Commission packet and some will be emailed a few days prior.

*Commissioner Morford moved to adopt approach two as presented. Supervisor Benoit seconded. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant]. (A copy of Ms. Smith's complete report is on file at the Commission's business office.)*

## **2. Emergency Fund Recommendations – Harry Freedman, Executive Director**

- a. Educational Therapy Assessment & Services, Inc. (ETAS) – Payment for services for special needs children due to loss of other funding sources

Mr. Freedman provided an overview on the request and did not recommend funding. There was no discussion on this recommendation.

- b. Lutheran Social Services of Southern California – Funding for homeless services due to loss of other funding sources

Mr. Freedman provided an overview on the request and recommended funding as presented.

*Commissioner Cox moved to approve staff recommendations to deny Emergency Fund request for Agenda Item 2.a and approve the Emergency Fund request for Agenda item 2.b. Supervisor Benoit seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].*

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

### 3. Health and Community Programs Update – Stella Smith, Deputy Director

#### a. Mental Health Initiative Primary Prevention Component RFQ

Ms. Smith provided an overview of the Mental Health Initiative Primary Prevention Component, reminding the Commission that this was one of four components included in the Mental Health Initiative. After revisiting the cost of developing a comprehensive community-based education and outreach campaign that incorporates the MHI direct service components of both DoMH and FSA, and researching the cost of similar campaigns other F5 Commissions have funded, F5R staff recommends that the Commission's previous decision to fund the Primary Prevention component over a three year contract period not to exceed \$1,300,000 remain in effect. Consistent with this decision any remaining unused funds would be reallocated to direct services provided by the two agencies.

Commissioner Morford clarified this campaign is evidenced based. Mr. Freedman responded that it is. He noted that staff spoke with Dr. Sosna to recap why the primary prevention campaign was initially included as one of the four components of the MHI, and if he saw any reason to modify the campaign. Dr. Sosna indicated that the primary prevention component is a valuable aspect of the overall Initiative. Commissioner Baskett noted Dr. Sosna working with Dr. Luna will be beneficial. Ms. North noted staff is looking for authorization and approval to move forward with the 1.3 million in the RFP for a maximum over a three year period. Unused funds would be reallocated to direct services provided by the two agencies.

*Commissioner Baskett moved to approve staff recommendation as presented. Commissioner Morford seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Supervisor Benoit, Baskett, Cox, Morford, Whitaker-Meneses, Hoffman) Two (2) absent, (Frykman, Watson), Zero (0) Conflict, Zero (0) Opposed, Zero (0) Vacant].*

#### b. Allocation of Additional Services for Developmentally Delayed Children

Mr. Freedman thanked Commissioner Morford for his involvement with Inland Regional Center (IRC). Mr. Freedman provided a brief background on the program. He noted before Michelle Burroughs left First 5 Riverside, the Commission approved funding for these services. There have been requests through the Emergency Fund, and staff is working with IRC to see if the services can be provided by IRC rather than issuing an RFP resulting in provision of services through several individual agencies. In his conversation with IRC, Mr. Freedman emphasized that the Commission is interested in leveraging. Part of the recommendation for contracting with IRC would be that they deliver specific services and they would be required to explore how much funding is available that can be billed for through Medi-Cal. IRC has responded that they are willing to do that.

Staff recommends dispersing the \$1.35 million allocated for the additional services for Developmentally Delayed Children to IRC contingent on development of a contract incorporating the services described in the March recommendation. Staff also recommends that a portion of the \$1.35 million be devoted to a thorough investigation of the availability of additional leveraged funds, and implementation of leveraging efforts if available. If this concept is approved, staff will return to a future meeting with a contract for the Commission's consideration.

Commissioner Morford added that the state used to fund students for at risk but that fund has gone away. Inland Regional Center is identifying children at an early age that are in danger. Mr. Freedman noted early start funds were backfilled through State First 5 funding but there is no funding for prevention at this time.

It was the Commission's consensus for staff to move forward with IRC and bring a contract back to the Commission for consideration as well as justification for contracting with IRC rather than conducting an RFP process. The Commission agreed for First 5 staff to move forward and have the contract and formal resolution brought back to the Commission as noted.

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

#### **4. Childcare Contract Advances – Harry Freedman, Executive Director**

Mr. Freedman reported two years ago First 5 Riverside provided the opportunity for currently funded agencies to be provided with an advance on their existing contracts due to cash flow issues resulting from the lack of a State budget. There have been two requests from existing funded agencies this year. He noted an increased contract amount is not being requested and they will still be responsible to provide the same level of services. The current contract language provides authority to the Executive Director to approve the requests for these advances. Mr. Freedman will evaluate requests on a case-by-case basis and provide an additional advance if he is confident the agency will survive the economic crisis. Commissioner Baskett noted she supports Mr. Freedman's authority to provide the advance. She asked that staff keep the Commission informed of the agencies that make requests. Mr. Freedman identified the two agencies requesting additional advances, Family Service Association (FSA) and Thousand Palms Child Care Center. Mr. Freedman will support their requests.

Supervisor Benoit reported that the state budget as proposed has potential for additional cuts, although the state budget doesn't currently show child care being cut. Mr. Freedman added the Department of Education has put out memos that are intended to be reassuring to agencies. Supervisor Benoit added the budget may not be complete until November. Commissioner Morford asked how far into this fiscal year First 5 Riverside can advance agencies. Mr. Freedman noted we can advance up to 90% of agency contract and hold them accountable for delivery of services. He noted First 5 Riverside has reserves and can afford to advance child care agencies as necessary, funds could be pulled from the sustainability fund on a temporary basis.

Ms. North asked for clarification on Commissioner Baskett's request. Commissioner Baskett asked that Mr. Freedman report in his ED Report which agencies apply for advances. Supervisor Benoit suggested staff start a list of requests and add to it as the requests come in for Commission reference. Mr. Freedman will provide an updated list as appropriate in his ED Report.

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

## **F. Information Items**

### **1. Executive Director Report – Harry Freedman, Executive Director**

Mr. Freedman highlighted several areas in his written report. Staff is evaluating the Facilities Assistance Fund contracts to determine whether there are other applicants that were not funded that were at the fundable level. If there are monies saved from the agencies who were approved but declined funds, the next agencies in line will be presented to the Commission for

approval to be awarded. There were no other applicants under the Community Response Fund that qualified so staff will come back with a recommendation for unspent funds in that category. An invitation to the presentation of the Economic Impact of the Early Care and Education Industry in Riverside County taking place on September 15, 2010 at Nuvview Elementary School was provided to Commissioners in their packets.

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

**2. June and July 2010 Financial Statements – Sandy Duncan, Administrator, Fiscal Services**

Ms. Duncan noted the statement for June is the final statement for 2009-10. It will be included in the audited financial statement in addition to the MDA report. The auditors are in process of reviewing the notes and getting them to the Auditor Controller's Office. There was no further discussion on this item.

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

**3. Public Relations Update, Jamie Ayala, Public Information Specialist**

Ms. Ayala reported this year First 5 Riverside is holding their Early Literacy Campaign at two at Barnes & Noble locations, one in Palm Desert and one in Riverside. The campaign launches on October 31, 2010. First 5 Riverside is partnering with Coachella on the Festival on November 20, 2010. The location is yet to be determined. She noted September 1, 2010 is the Safety event. So far this year we are down 50% in drownings in Riverside County. For the literacy campaign, Ms. Ayala asked families to share their favorite storybook moments. She will contact the Commissioners to see if they are interested in sharing moments via video and photographs.

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

**G. Funded Agency Public Comments**

None.

**H. Public Comments**

1. Veronica Dover from Family Service Association (FSA) thanked Mr. Freedman and Ms. Smith on their approach to child care advances for child care. She reported that they are working hard with F5R staff and hope to come back and make a presentation on the Mental Health Initiative in collaboration with the Department of Mental Health. She noted since the Mental Health Initiative program rolled out in March 2010, 129 children and 122 families have received services. They have received services from early identification up to treatment levels of TCIT and Triple P Level 5. She expressed her appreciation for collaboration with Department of Mental Health, collaborators and First 5 Riverside staff.

**I. Future Agenda Items**

- J. Commission Adjournment at 3:36 p.m. to the Regular Meeting of the Riverside County Children and Families Commission Thursday, September 23, 2010, Regular Session 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.