



**PUBLIC NOTICE**

Special Meeting of the Commission

**Thursday, March 25, 2010**

**12:30 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 Special 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.**

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

- A. Call to Order– Susan Loew, Commission Chair
- B. Commission Orientation
  - 1. Annual Review of First 5 Riverside (“F5R”) 2006-2011 Strategic Plan and process– Stella Smith, Deputy Director
  - 2. Fiscal Overview – Harry Freedman, Executive Director/Sandy Duncan, Administrator, Fiscal Services
    - a. Review of the 2006-2011 Five Year Spending Plan
    - b. Review of Financial Trends
    - c. Newly Released Funds Spreadsheet
    - d. Fund Balance
  - 3. Overview of F5R Requests For Proposals Implementation –Stella Smith, Deputy Director
    - a. Initiatives vs. Requests For Proposals

- b. Procedures for Reading Panels
- 4. Funded Programs Evaluation Overview – Johnathan McDannell, Administrator, Outcomes Management
  - a. First 5 Riverside's method of evaluation of its funded programs
  - b. Regional concepts regarding evaluation of programs

**2:30 p.m. (Or as soon as possible thereafter)**

- C. Commission Business
  - 1. Commission Member Comments
  - 2. Approval of the February 25, 2010 Special Session Commission Meeting Minutes
- D. Presentations
  - 1. Pledge of First 5 Service Corps Members for Project Year 2009/2010 – Michelle Burroughs, Administrator, Health and Community Programs

- E. Reports
  - 1. Resolution Report – (Action) – Stella Smith, Deputy Director  
Resolution 10-08 will be considered separately to provide additional information. Resolutions 10-09 through 10-12 will be submitted for block approval. All resolutions, including contracts and amendments referenced therein, have been reviewed by County Counsel and approved as to form.

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

- 10-08:** Approving the Amended Fiscal Year 2009/2010 Budget of the Riverside County Children and Families Commission. – Sandy Duncan, Administrator, Fiscal Services – **Action continued from the February 25, 2010 Commission Meeting.**
- 10-09:** Approving and Ratifying the Contract between the Riverside County Children and Families Commission and the Riverside County Department of Public Health for the Nurse Family Partnership Program - **Contract # 3009 HS-10.**
- 10-10:** Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and the Riverside County Department of Mental Health and the Investment of Funds Contract between the Riverside County Children and Families Commission and Family Service Association of Western Riverside County for the Mental Health Initiative for the Period Covering March 1, 2010 through June 30, 2011 – **Contract # 3007 MH-10** for Department of Mental Health and **Contract # 3008 MH-10** for Family Service Association.
- 10-11:** Approving the Professional Services Contract between the Riverside County Children and Families Commission and Inland Empire Health Plan (IEHP) Access for the Outreach, Retention, Enrollment, Utilization Services Program (Health Navigator Program) –**Contract # 3010 HS-10.**
- 10-12:** Approving the Second Amendment to the One Time Only Contract between the Riverside County Children and Families Commission and the Family Service Association of Western Riverside County - **Contract # 8117 OT- 09.**

- F. Public Hearings
  - 1. Public Hearing: Review of First 5 Riverside Children and Families Commission Strategic Plan 2006-2011 – Stella Smith, Deputy Director
  - 2. Review of the First 5 California Annual Report for Fiscal Year 2008/2009 – Johnathan McDannell, Administrator Outcomes Management (The entire Annual Report may be viewed at [www.cfc.ca.gov](http://www.cfc.ca.gov))
    - a. Public Hearing: First 5 California Annual Report for Fiscal Year 2008/2009
- G. Discussion/Action
  - 1. Facility Assistance Grant Funding Recommendations – Kristi Van Heule, Program Coordinator, Capacity Building Initiative/Harry Freedman, Executive Director
  - 2. Emergency Fund Recommendations – Harry Freedman, Executive Director
- H. Information Items
  - 1. Health and Community Programs Update Recommendations – Michelle Burroughs, Administrator, Health & Community Programs
    - a. Update to Reallocation of Health Access Funds
    - b. Update to Vision and Child Care Nutrition Requests For Qualifications
  - 2. Riverside County Office of Education Scholarship Contract Update, Laurie Schoenberg, Administrator, Early Care and Education
  - 3. Quarterly Target Reports – Johnathan McDannell, Administrator, Outcomes Management – **Action continued from the February 25, 2010 Commission Meeting.**
    - a. Agency Outcome Report Summary
    - b. One Time Only Report Summary
  - 4. Community Response Fund Update – Stella Smith, Deputy Director
  - 5. Facilities Assistance Fund Second Level Appeals Sub-Committee Update – Harry Freedman, Executive Director
  - 6. February 2010 Financial Statements – Sandy Duncan, Administrator, Fiscal Services
  - 7. Public Relations Update – Jamie Ayala, Public Information Specialist
  - 8. Executive Director Report – Harry Freedman, Executive Director
- I. Funded Agency Public Comments
- J. Public Comments
- K. Future Agenda Items

- L. Commission Adjournment to the Special Meeting of the Riverside County Children and Families Commission Thursday, April 22, 2010, Closed Session at 12:00 p.m. 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**

**Riverside County Children and Families Commission**  
**12:30 p.m. – *Special Meeting of the Commission***  
**Thursday, March 25, 2010**  
**Riverside County Children and Families Commission**  
**Business Office**  
**2002 Iowa Avenue, Suite 100**  
**Riverside, California 92507**

**A. Call To Order:**

The Special Meeting of the Commission was called to order at 12:32 p.m. by Commissioner Chair, Susan Loew.

Commissioners Present: Susan Loew; Sharon Baskett; Jay Hoffman; Debbie Whitaker-Meneses; Steven Morford; Lupe Ramos Watson, Touraj Shafai acting as alternative for absent Judee Cox

Commissioners Absent: Supervisor Benoit, Erik Frykman, Judee Cox

Alternates Present: Connie Beasley; Sylvia Deporto; Georgann Koenig, Debbie Franklin; Touraj Shafai-filling in for Commissioner Cox

Alternates Absent: Stanley Grube

Commission Vacancy: None

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

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

Facilitator: Ron Stewart, Department of Public Social Services

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

**A. Call to Order – Susan Loew, Commission Chair**

Commissioner Loew reported she had an unexpected work appointment that requires her to leave the meeting for a brief period. Commissioner Vice-Chair Hoffman will preside over the meeting in her absence. Alternate Sylvia Deporto filled in for Commissioner Loew as her alternate until Commissioner Loew returned. (Commissioner Chair Loew left the meeting at 12:33 p.m. and turned the meeting over to Commissioner Vice-Chair Hoffman.)

## **B. Commission Orientation**

### **1. Annual Review of First 5 Riverside (“F5R”) 2006-2011 Strategic Plan and process– Stella Smith, Deputy Director**

Ms. Smith noted F5 Commissions have an annual requirement to review the Strategic Plan and hold a public hearing during a Commission meeting to adopt any changes. Ms. Smith noted this would be a good time to fulfill this requirement since she will be presenting the plan to the Commission. Ms. Smith proceeded to review the current Strategic Plan which expires 2011. She noted that staff will be coming forward with recommendations for a process to revise the plan. (Alternate Dr. Shafai arrived at 12:37 p.m. and filled in for Commissioner Judee Cox) (Alternate Georgann Koenig arrived at 12:42 p.m.)

### **2. Fiscal Overview – Harry Freedman, Executive Director/Sandy Duncan, Administrator, Fiscal Services**

Mr. Freedman provided an overview and introduced Ms. Duncan.

- a. Review of the 2006-2011 Five Year Spending Plan: Ms. Duncan reported F5 Commissions are required by Prop 10 Legislation to provide a long term spending plan. The F5R spending plan was created in Fiscal Year 2006/2007 in conjunction with the Strategic Plan. The Plan was revised in January 2008. (Commissioner Whitaker-Meneses arrived at 12:46 p.m.)
- b. Review of Financial Trends
  - Ms. Duncan noted that F5R has been receiving approximately 6% of the allocable Proposition 10 revenues for the past two years. This year all the counties are trending lower than the state projections which can be due to the economy.
  - Mr. Freedman addressed Commission questions on the Board of Equalization backfill and administrative fees from the prior month’s meeting. The State and County Commissions have no control over what percentage the BOE takes.
  - A 51% drop in expenses is anticipated in 2011/2012 creating a reduction in services. This is the result of the Commission’s decision to use Fund Balance dollars. We will be able to maintain funding for baseline services through 2013/2014. (Not including expansion or one time only or additional services.)
- d. Fund Balance
  - If there are no additions, in the next three years there will only be 1.5 million left in Fund Balance.
  - Current contracts terminate June 30, 2011 and the Commission may decide to issue new RFPs. Commissioner Watson expressed she would like to see other Commissions’ sustainability formulas. Mr. Freedman noted the Sustainability Fund was created by the Commission as an endowment like fund, intended to generate revenue to compensate for the reduction in Prop. 10 revenue.

### **3. Overview of F5R Requests For Proposals Implementation –Stella Smith, Deputy Director**

#### **a. Initiatives vs. Requests for Proposals (“RFP”)**

Ms. Smith explained that initiatives are more prescriptive than RFP’s which provides broad parameters and allows the applicant to propose an approach. Ms. Smith provided an overview of the application process and practices as follows:

Subsequent to Commission decisions regarding funding focus, staff develops RFPs. Sometimes input will be received from Advisory Committee members and/or Stakeholders. Staff review for technical compliance is followed by, each application

being reviewed by at least three readers. There is a reader orientation including a review of the relevant section of the Strategic Plan, application guidelines and scoring matrix. Subsequent to reader review, staff conducts site visits as needed. A minimum score is required for applications to be considered for funding. Staff review reader recommendation a made a formal recommendation to the Commission. Staff will be working with County Counsel on streamlining the process of contract approval by the Commission. More information will be brought back to the Commission in the future.

Ms. Smith explained the appeal policy which stresses any material breach of F5R policy such as conflict of interest. The way the current appeal policy is written, someone who does not complete the application accurately can appeal.

#### **4. Funded Programs Evaluation Overview – Johnathan McDannell, Administrator, Outcomes Management**

First 5 Riverside's method of evaluation of its funded programs

Mr. McDannell described: outcomes staffing, how evaluation is defined in the Act, its linkage to the Strategic Plan, state focus areas, reporting, data collection and problems with the same and the regional evaluation network. (Commissioner Chair Loew returned to the meeting at 1:28 p.m. at this time Alternate Sylvia Deporto returned to her seat as an Alternate.)

Mr. Freedman noted that Mr. McDannell has a difficult job. We can appropriately collect accountability measures (how many children are receiving immunizations etc) and some level of outcome information (measure developmental progress as a result of being in the preschool for example). We struggle with fully measuring meaningful outcomes. We do not conduct research. For example, we cannot answer if the child would have made the same level of progress if they were not in a F5R funded preschool. F5R measures how many immunizations were provided as a result of a F5R contract. F5R does not measure whether diseases were prevented. F5R emphasizes the use of evidence- based methods that have already been validated.

Mr. McDannell described reporting requirements and Target report information. Mr. McDannell described the reporting process in detail that included: data entry, monthly reporting, technical assistance and training, quarterly monitoring by Program Specialists, quarterly reporting in the GEMS system, fiscal reporting and Commission reporting. Mr. McDannell explained differences in the reporting process for FAF and OTO contracts as well as the methods used to handle problems with the system and/or the funded agency input. Mr. Freedman noted this is our second web-based system. There were significant issues with the first system and some with the second system. Issues have been resolved with the current system and most agencies are doing well. Mr. McDannell also described agencies with problematic issues may be placed on Work Improvement Plan (WIP). Mr. Freedman noted that a WIP is associated with probationary contract status and only the Commission has the ability to terminate a contract.

Commissioner Chair Loew asked for any comments regarding the agenda. Commissioner Watson replied there is too much information provided during orientation and regular meetings and that the Commission should be at the policy making level and not day to day operations. Ms. North commented that previous Commissioners wanted more detail. Commissioner Morford added that he prefers more detail to understand the issues. He agreed with Commissioner Watson to wait

a few months, get through the orientation period and then discuss streamlining Commission meeting materials. Commissioner Mr. Freedman appreciated Commission comments and supports the policy level role of the Commission as opposed to the detail. Commissioner Baskett commented that the amount of information shared at this time is necessary.

Commissioner Chair Loew noted the role of the Advisory committee has not been fully defined. There have been discussions of if there will be subcommittees that will be involved in the RFP processes. The opportunity is available to structure the Committee's role.

The draft April orientation agenda was reviewed. County Counsel, Tiffany North reported the Oath of Office can be administered by Supervisor Benoit. The Oaths will be administered at the April meeting.

Commissioner Watson suggested cost saving measures related to the Commission meeting packet (black and white copies vs. color paper, less printing and use of computer terminals to view information during meetings, reduce length of minutes, not verbatim). Commissioner Chair Loew responded that the previous Commission requested color coding. Alternate Beasley suggested continuing to display the packet information at the meetings so they can be viewed by the audience. Mr. Freedman asked Ms. Burroughs to introduce her new staff person, Arturo Hernandez. He is the new program specialist in HCP.

Break 2:20 p.m-2:30 p.m.

#### **C. Commission Business – Susan Loew, Commission Vice-Chair**

##### **1. Chair and Commission Member Comments**

**2:30 p.m. Commission Chair Susan Loew called the meeting back to order.** Commissioner Vice-Chair Hoffman complimented all of the presenters and thanked them for their presentations. Commissioner Morford seconded Commissioner Hoffman's comments.

##### **2. Approval of February 25, 2010 Special Session Meeting Minutes**

Commissioner Meneses commented the minutes were very thorough.

*Commissioner Morford moved to approve the minutes of the Special Session February 25, 2010 special meeting of the Commission. Commissioner Hoffman seconded the motion. The motion carried. [Following is the vote of the Commission members present: Seven (7) in favor (Loew, Baskett, Hoffman, Morford, Whitaker-Meneses, Shafai acting as Alternate for Cox, Watson) Zero, (0) abstain, Three, (3) absent (Supervisor Benoit, Cox, Frykman), Zero (0) opposed, Zero (0) vacant].*

#### **D. Presentations**

##### **1. Pledge of First 5 Service Corps Members for Project Year 2009/2010 – Michelle Burroughs, Administrator, Health and Community Programs**

Ms. Burroughs welcomed the AmeriCorps members. She reported that F5R participated in the project since 2003. She explained the role of members and commented that AmeriCorps is the only direct service provided by F5R; all other services are by contract.

## E. Reports

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

Resolution 10-10 was considered separately to provide additional information. Resolutions 10-08, 10-09, 10-11 and 10-12 were submitted for block approval. All resolutions, including contracts and amendments referenced therein, have been reviewed by County Counsel and approved as to form.

Ms. Duncan gave a brief re-cap on Resolution 10-08. There were no Commission questions or discussion on this item.

**10-08: Approving the Amended Fiscal Year 2009/2010 Budget of the Riverside County Children and Families Commission. – Sandy Duncan, Administrator, Fiscal Services – Action continued from the February 25, 2010 Commission Meeting.**

**Recommended Action:** That the Commission adopt the revised budget for FY 09/10 as attached to the resolution and authorize the Executive Director or designee to execute documents and coordinate appropriate actions to expend funds in accordance with established Commission policy and as set forth in the attached budget.

Ms. Smith provided a brief overview of the following resolutions:

**10-09: Approving and Ratifying the Contract between the Riverside County Children and Families Commission and the Riverside County Department of Public Health for the Nurse Family Partnership Program - Contract # 3009 HS-10.**

**Recommended Action:** That the Commission approve the contract with the Riverside County Department of Public Health for the Nurse Family Partnership Program and ratify the contract back to January 1, 2010. Further, that the Commission authorize the Executive Director or his designee to take the necessary actions and execute the necessary documents to effectuate this resolution with requiring further action of the Commission.

Ms. Smith noted that Commissioner Hoffman has a conflict on Resolution 10-10.

**10-10: Approving the Investment of Funds Contract between the Riverside County Children and Families Commission and the Riverside County Department of Mental Health and the Investment of Funds Contract between the Riverside County Children and Families Commission and Family Service Association of Western Riverside County for the Mental Health Initiative for the Period Covering March 1, 2010 through June 30, 2011 – Contact # 3007 MH-10 for Department of Mental Health and Contract # 3008 MH-10 for Family Service Association.**

**Recommended Action:** That Commission approve and ratify back to March 1, 2010 the each Investment of Funds Contract for the Mental Health Initiative for the Period Covering March 1, 2010 through June 30, 2011 (Contact #3007 MH-10 for Department of Mental Health and Contract #3008 MH-10 for Family Service Association). Further, that the Commission authorize the Executive Director or his designee to take the necessary actions and execute the necessary documents to effectuate this resolution with requiring further action of the Commission.

**10-11: Approving the Professional Services Contract between the Riverside County Children and Families Commission and Inland Empire Health Plan (IEHP)**

**Access for the Outreach, Retention, Enrollment, Utilization Services Program (Health Navigator Program) –Contract # 3010 HS-10.**

**Recommended Action:** That the Commission approve the contract with Inland Empire Health Plan (IEHP) Access for the implementation of the Outreach, Enrollment, Retention and Utilization program (Health Navigator Program). Further, that the Commission authorize the Executive Director or his designee to take the necessary actions and execute the necessary documents to effectuate this resolution with requiring further action of the Commission.

**10-12: Approving the Second Amendment to the One Time Only Contract between the Riverside County Children and Families Commission and the Family Service Association of Western Riverside County - Contract # 8117 OT- 09.**

Ms. Smith noted this contract should be through June 30, 2011 instead of 2010 and the correction has been made to the final contract.

**Recommended Action:** That the Commission approve the Second Amendment to the contract with Family Service Association of Western Riverside County. Further, that the Commission authorize the Executive Director or his designee to take the necessary actions and execute the necessary documents to effectuate this resolution with requiring further action of the Commission.

At this time Ms. North noted Alternate Beasley has a conflict on Resolution 10-10 and will leave the room.

There were no requests to speak on the resolutions. Commissioner Baskett moved to approve the block of Resolutions 10-08, 10-09, 10-11 and 10-12. Commissioner Morford seconded the motion. *The motion carried. [Following is the vote of the Commission/Alternate members present: Seven (7) in favor (Loew, Baskett, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai (Alternate Acting for Cox), (0) abstain/conflict, Three (3) absent (Supervisor Benoit, Cox, Frykman), Zero (0) opposed, Zero (0) vacant].*

At this time Alternate Franklin filled in for Commissioner Vice-Chair Hoffman for the discussion of Resolution 10-10. Hoffman and Alternate Beasley left the room. There was no discussion on this item and no requests to speak. Commissioner Morford moved to approve resolution 10-10 as presented. Commissioner Whitaker-Meneses seconded the motion. *The motion carried. [Following is the vote of the Commission/Alternate members present: Seven (7) in favor (Loew, Baskett, Whitaker-Meneses, Morford, Watson, Shafai (Alternate Acting for Cox) Franklin (Alternate Acting for Hoffman), One (1) abstain/conflict (Hoffman), Three (3) absent (Supervisor Benoit, Cox, Frykman), Zero (0) opposed, Zero (0) vacant].* Commissioner Hoffman and Alternate Beasley returned to the meeting at 3:04 p.m. after the vote. Alternate Commissioner Franklin returned to her seat at the Alternates table.

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

**F. Public Hearings**

**1. Public Hearing: Review of First 5 Riverside Children and Families Commission Strategic Plan 2006-2011 – Stella Smith, Deputy Director**

Commissioner Chair Loew opened the public hearing. There were no requests to speak. The public hearing was closed with no discussion or comments.

**2. Review of the First 5 California Annual Report for Fiscal Year 2008/2009 – Johnathan McDannell, Administrator Outcomes Management (The entire State Annual Report may be viewed at [www.cafc.ca.gov](http://www.cafc.ca.gov) and at the Commission office)**

Mr. McDannell noted that the F5CA Annual report link is on the F5R website for access purposes.

- a. Public Hearing: First 5 California Annual Report for Fiscal Year 2008/2009  
Commissioner Chair Loew opened the public hearing. Ms. Smith noted copies are made available to the public upon request. Public Hearing was closed after a brief discussion. *(A copy of Mr. McDannell's complete report is on file at the Commission's business office.)*

**G. Discussion/Action**

**1. Facility Assistance Grant Funding Recommendations – Kristi Van Heule, Program Coordinator, Capacity Building Initiative/Harry Freedman, Executive Director**

Mr. Freedman declared a conflict on this item. He is a Board Member of Temple Beth El, whose Child Development Center is an applicant for funding. Mr. Freedman left the room. Ms. Smith asked the Commission to review the list to determine if to determine if other conflicts existed. Commissioner Watson asked that lists includes agency locations. At 2:55 p.m. Alternate Franklin left the room due to conflict. Ms. Schoenberg noted the applicants have been on hold for a while and to wait another 30 days could be a hardship for them. Commissioner Baskett and Commissioner Chair Loew noted they may have conflicts due to their agencies providing funding to some of the applicants.

Ms. North will look into the Commissioners concerns about conflict. She asked this item be continued to next month and requested staff to include additional information regarding the location of the agencies so that Commissioners can better evaluate potential conflicts and recommendations, if any.

Ms. Van Heule reviewed the spreadsheets in the packet. At next month's Commission meeting, staff recommendation for funding additional applications will be considered. *(A copy of Ms. VanHeules's complete report is on file at the Commission's business office.)* Alternate Franklin and Mr. Freedman returned to the meeting at 3:02 p.m. after discussion of this item.

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

Mr. Freedman provided a brief overview. Commissioner Watson asked if F5R has verified the loss funding stated by applicant agencies. Mr. Freedman noted this would be verified during the contract negotiation process. Commissioner Watson asked for clarification on the criteria. The Emergency Guidelines were distributed for review. The item was moved to the end of the agenda to give the Commissioner's time to review the guidelines.

**F. Information Items**

**1. Health and Community Programs Update Recommendation – Michelle Burroughs, Administrator Health & Community Programs**

- a. Update to Reallocation of Health Access Funds  
Ms. Burroughs provided a brief overview as included in the Commission packet. Contracts will be presented to the Commission after the RFP process takes place. Commissioner Baskett noted she thinks the stakeholders did a good job on the recommendations. Commission agreed that Ms. Burroughs move forward with the RFP.

- b. Update to Vision and Child Care Nutrition Requests for Qualifications  
Ms. Burroughs reviewed the report as provided in the Commission packet. RFQ will be conducted in April with services beginning July 1, 2010. Vision screening is vision acuity and follow up care and referrals. (A copy of Ms Burroughs report is on file at the Commission business office.)

**2. Riverside County Office of Education Scholarship Contract Update, Laurie Schoenberg, Administrator, Early Care and Education**

At 3:23 p.m. Commissioner Baskett left the meeting due to conflict. Alternate Koenig acted on the item in the place of Commissioner Baskett. Ms. Schoenberg provided a recap on previous workshops with the Commission as noted in her report and included in the Commission packet. She described the number of children currently enrolled, compared to the number targeted for the six month period. The first thirteen zip codes have been exhausted from the Centralized Eligibility List (CEL). RCOE staff will move to the next grouping of priority zip codes which will include #14 through #35. There are approximately 2,000 children waiting in these 22 zip codes and will be contacted by RCOE soon. Jennifer Mozeleski with RCOE added there are 35 facilities serving the 100+ children enrolled within the first 13 zip codes. Mr. Freedman noted there is no action to be taken by the Commission today. There may be action to be taken in May; due to the clause in the contract allowing funding reductions after 6 months. Information is being obtained at this time regarding reasons why some families choose not to participate. RCOE has indicated that some reasons include: letters were returned by families who moved, families responded that they have other funding streams or were just not interested. There are over 1,300 children without reasons of why they did not contact RCOE. RCOE will track data closer over the next 45 days to obtain more details as to why families do not need childcare at this time. Commissioner Vice-Chair Loew requested Ms. Schoenberg get an updated vacancy rate report from the Consortium. Mr. Freedman added the Commission may need to look at what they want to do if this approach is not working at the May Commission meeting.

**Public Comment:**

Jennifer Mozeleski, RCOE Children Services Unit:

She responded to Alternate Franklin's question if the issue with the (CEL) has been rectified. Ms. Mozeleski noted that some families move and do not update RCOE. Some families are locked into a specific service or don't qualify because they have a stay at home mom that had no intention of working. Families wanting license exempt care was not a factor.

At this time Commissioner Basket returned to the meeting at 3:42 p.m. and Alternate Koenig returned to the Alternate's table.

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

**3. Quarterly Target Reports – Johnathan McDannell, Administrator, Outcomes Management – Action continued from the February 25, 2010 Commission Meeting.**

a. Agency Outcome Report Summary

b. One Time Only Report Summary

Commissioner Chair asked the public if there were any comments or questions and there were none. (A copy of Mr. McDannell's complete report is on file at the Commission's business office.)

**4. Community Response Fund Update – Stella Smith, Deputy Director**

Ms. Smith noted there will be recommendations brought back to the Commission for action next month. The Readers concluded on March 12, 2010. 29 total applications were received, 8 applications in Health for 1 million dollars, 13 applications in child care for 1.4 million dollars, and 8 applications in Education for \$824,000. A total of 11 applications met the minimum threshold. Staff will review reader recommendations, notify agencies of intent to fund and bring back to the Commission for approval.

**5. Facilities Assistance Fund Second Level Appeals Sub-Committee Update – Harry Freedman, Executive Director**

Mr. Freedman noted there are three agencies appealing from the initial round. The Appeals Sub-Committee is working on scheduling to meet and anticipate coming back next month with recommendations.

**6. February 2010 Financial Statements – Sandy Duncan, Administrator, Fiscal Services**  
No discussion on this item.

**7. Public Relations Update – Jamie Ayala, Public Information Specialist**

Ms. Ayala gave an update of PR efforts. She is working with RCC on the Prenatal to 5 Expo taking place on May 22. Alternate Beasley asked for the Commission to note the article on collaborative post partum depression. *(A copy of Ms. Ayala's complete report is on file at the Commission's business office.)*

**8. Executive Director Report – Harry Freedman, Executive Director**

Mr. Freedman highlighted several areas in his written report. *(A copy of Mr. Freedman's complete report is on file at the Commission's business office.)*

**Discussion/Action Item G.2 was revisited:**

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

SEARCH Family Autism Resource Center (UCR): The agency is indicating their funds with the federal grant through Inland Regional Center are running out. At this time Mr. Freedman called up Ms. Rodriguez from SEARCH for clarification.

**Public Comment: Giovanni Rodriquez, Project Coordinator SEARCH:**

Ms. Rodriguez noted SEARCH fills the gap while they are on a waitlist from IRC or school districts. SEARCH lost some of their federal grant funding. They are attempting to get other funding. The federal grant was through National Institute of Child Health and Human Department (NICHD) and expires in May 2010. It was a two year grant for a behavioral analyst and a behavioral intervention position. Programs are structured based on the child's need. SEARCH request would cover positions for a year and 1 month.

Commissioner Hoffman moved to approve the recommendation as presented. Commissioner Morford seconded the motion. *The motion carried. [Following is the vote of the Commission/Alternate members present: Seven (7) in favor (Loew, Baskett, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai (Alternate Acting for Cox), Zero (0) abstain/conflict, Three (3) absent (Supervisor Benoit, Cox, Frykman, Zero (0) opposed, Zero (0) vacant].*

*(A copy of Ms. Smith's report is on file at the Commission business office.)* (Alternate Koenig left the meeting at 4:10 p.m.)

Foundation for Community Health: Mr. Freedman gave an overview and noted this service was previously denied by the Commission.

**Public Comment:** Susan Van Deventer reported their emergency is loss of foundation funding and donations due to economy. Small donations have decreased. 80-90% of families receiving services have no insurance and are new to her program every month. She noted that it is just her and a part time assistant because they cut back in all ways that they can. She noted they use HUD income verification with a 200% poverty is the cutoff. Most cases are families who are just moving, self employed, parents are not legal and they afraid to apply for services. Commissioner Morford noted that there is no appeals for emergency fund requests. Ms. Van Deventer added they are in the center of Corona and service homeless children. Mr. Freedman pointed out that the Commission previously decided not to fund this service, and there is no guarantee that the need will not exceed the grant period. Commissioner Morford noted he supports the previous Commission's decision, he noted this money will eventually be expended and we should vote today.

Commissioner Watson moved to approve funding Foundation for Community Health for \$186,950 based on the emergency. Dr. Shafai seconded the motion. Commissioner Chair Loew commented her comments are not a reflection on the validity of what the agency is doing, but noted that the services are available through another source so she is reluctant to approve. Commissioner Hoffman commented the some of the additional services the agency provides may not be available other places such as backpacks and food. Commissioner Meneses, commented that when a program gets started it takes a lot to get the program built up, to not have this agency continue service would make it difficult for them to rebuild the services if they go away due lack of funding. Commissioner Morford commented there are other alternatives; this is not a program that fits F5R emergency criteria. In the long run we will not have the funds. He supports staff recommendations in this case. Alternate Shafai added the families can probably access funds but are afraid to. Ms. Burroughs added F5R funds Healthy Kids and they try to let families know that the services are available. She added if the alternative agencies are in place they will not get the services that are available through the Healthy Kids Program for comprehensive care. She further noted that this was one of the reasons the recommendations was made by the previous Commission. The Healthy Kids Program has not been full partially due to the other services in the field. She expressed the Foundation's application was previously declined because of duplication of services that are funded through F5R and F5R has funded some of their other services. Commissioner Hoffman added that there are families that are fearful of being deported. He would like to be part of helping children so they can be successful.

At this time Commission Chair Loew called for the vote and noted five affirmative votes are required for an item to pass. If five affirmative votes are not received, the motion will fail. The Motion to fund the amount requested was as follows: Commissioner Watson motioned, seconded by Alternate Shafai. , *[Following is the vote of the Commission/Alternate members present: Three (3) in favor (Watson, Hoffman, Shafai (Alternate Acting for Cox), Zero (0) abstain/conflict, Three (3) absent (Supervisor Benoit, Cox, Frykman, Four (4) opposed (Loew, Baskett, Whittaker-Meneses, Morford), Zero (0) vacant]*. The Motion failed.

(A copy of this report is on file at the Commission business office.) (Alternate Koenig left the meeting at 4:10 p.m.)

Dobson Family Child Care (Family Child Care), Greentree Preschool and Child Care (Family Child Care) and National Pediatric Support Services (Center Based Child Care):

Commissioner Watson moved to approve staff's recommendations not to fund Dobson, Greentree, National Pediatric as presented. Commissioner Hoffman seconded the motion. *The*

*motion carried. [Following is the vote of the Commission/Alternate members present: Seven (7) in favor (Loew, Baskett, Hoffman, Whitaker-Meneses, Morford, Watson, Shafai (Alternate Acting for Cox), Zero (0) abstain/conflict, Three (3) absent (Supervisor Benoit, Cox, Frykman, Zero (0) opposed, Zero (0) vacant].*

(A copy of Ms. Smith's report is on file at the Commission business office.) (Alternate Koenig left the meeting at 4:10 p.m.)

**I. Funded Agency Public Comments**

**None**

**J. Public Comments**

**K. Future Agenda Items**

**L. Commission Adjournment at 4:35 p.m. to the Closed Session Meeting of the Riverside County Children and Families Commission to April 22, 2010 at 12:30 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**