

**Riverside County Children and Families Commission
Special Joint Meeting of the Commission and Advisory Committee
Monday, December 6, 2004
Riverside County Children and Families Commission Business Office
2002 Iowa Avenue, Suite 100
Riverside, California 92507**

I. Call to Order

The morning session was called to order at 9:00 a.m. by Commission Secretary, Michelle Victor and immediately adjourned to the afternoon session.

The afternoon session of the special joint meeting of the Commission and Advisory Board was called to order at 1:37 p.m. by Commission Chair, Yolanda Carrillo.

Commissioners Present: Chair Yolanda Carrillo, Vice-Chair John Ryan, Connie Beasley, Jean Benson, Gary Feldman, Susan Loew, Jan Peterson.

Advisory Members Present: Chair Carla Lidner, Vice-Chair Georgann Koenig, Jane Block, Lynne Craig, Sheila Hillis, Judith Wood.

Staff Present: Harry Freedman, Executive Director; Stella Smith, Deputy Director; Lucy Furuta, Deputy County Counsel, Michelle Victor, Executive Assistant/Commission Secretary, , Trudy A. Guthrie, Budget Analyst; Monique Owens, Program Specialist – Community Engagement; Gilbert Barron, Program Specialist – Community Engagement; LaRae Embree, Executive Assistant; Cindy Friday, Public Relations & Media Outreach Specialist; Michelle Burroughs, Administrator - Community Engagement; Madeleine Balcom, Program Specialist - Outcomes Management; Jean Macomber, Administrative Services Manager; Kristy Van Huele – Program Specialist – Early Care and Education; Sharon Baskett, Administrator, Early Care & Education; Johnathan McDannell, Administrator – Outcomes Management; Judy Showalter, Administrator, Facilities and Special Projects; Sandra Johnson, Office Assistant – Receptionist; Rene Ramirez, Administrative Services Technician

II. Introduction of New Commissioner

Susan Loew, Interim Director of the Department of Social Services was introduced. Ms. Loew takes the place of Dennis Boyle who has accepted a position as head of the state's Department of Social Services.

III. Special Tribute for Carolyn Wylie

A special tribute plaque was presented to the family of Carolyn Wylie in recognition of her service to the children and families of Riverside County. Her husband Deane, son Adam, daughter Victoria and grandson, Matthew were present to accept the Commission's heartfelt appreciation. There was a moment of silence and a five minute recess with the meeting being called back to order at 1:50 p.m. by Commission Chair, Yolanda Carrillo.

IV. Advisory Committee Business

A. Chair and Advisory Member Comments

No comments

B. Approval of October 20, 2004 Advisory Committee Meeting Minutes

Georgann Koenig moved to approve the October 20, 2004 Regular Meeting Minutes. Judith Wood seconded the motion. The motion carried on a vote of the Advisory members present: [Six (6) in favor, four (4) absent (Nero, Shafai, Sisson and Stevens for Tavaglione); two (2) vacant; zero (0) opposed]

C. Report on Updates to Commission

Dr. Carla Lidner provided the Commission with an update of Advisory Committee activities.

- Chair and Vice-chair were elected to the Advisory Committee at the meeting held on October 20, 2004. Dr. Lidner accepted the position of Chair and Georgann Koenig the position of Vice-Chair.
- The Advisory Committee participated in and reviewed reports the community surveys that have been coordinated by community engagement staff.
- Advisory Committee Members participated in and reviewed the report prepared the Center for Health Improvement which contained recommendations regarding Commissions best investments in children's health. Oral health was identified as one of the top priorities.
- The Committee will continue to align itself with the Commission workgroups, participate in community forums and serve as a feedback loop to the Commission.

Commissioner, Jean Benson (former Advisory Committee Chairperson), commented on the status of two vacancies in Supervisor Wilson's district, one which was created when she was appointed to the Commission. Interviews are currently being held and the information will be forwarded to the Commission once approved by the Board of Supervisors in January.

V. Commission Business – Commission Chair

A. Chair and Member Comments

Yolanda Carrillo thanked First 5 Riverside staff for their perseverance and professionalism during this time of hardship and tragedy.

B. Approval of Commission Meeting Minutes

Jean Benson moved to approve the September 7, 2004 Special Meeting Minutes and the October 25, 2004 Regular Meeting Minutes. Connie Beasley seconded the motion. The

motion carried on a vote of the Commissioners present: [Seven (7) in favor, two (2) absent (Long and Tavaglione); zero (0) opposed]

Supervisor Tavaglione arrived just prior to the resolution report at 2:00 p.m.

VI. Resolution Report – Stella Smith

Ms. Smith provided the Commissioners with a brief background and detail of each of the resolutions contained in the resolution report. A copy of the report is on file as part of the official Commission Meeting Minutes. The following is a record of actions taken by the Commission on each Resolution:

The following resolutions were approved on a slate:

- A. 04-73: Approving and Ratifying the Agreements for funding with the Riverside County Children and Families Commission for Fiscal Year 2004-2005**

- 04-74: Approving the First Amendment to the Memorandum of Understanding Between the Riverside County Children and Families Commission and the Riverside County Child Care Consortium – Business and Lease Services**

- 04-75: Approving the First Amendment to the Agreement for Investment of Funds Between the Riverside County Children and Families Commission and the Nuvew Unified School District**

- 04-76: Approving and Ratifying the Memorandum of Understanding Between the Riverside County Children and Families Commission and Hemet Unified School District**

- 04-77: Approving the Second Amendment to the Agreement for the Investment of Funds Between the Riverside County Children and Families Commission and Valley Wide Recreation and Parks District**

- 04-78: Approving the First Amendment to the Agreement for Investment of Funds Between the Riverside County Children and Families Commission and the Palm Springs Unified School District**

- 04-79: Approving the First Amendment to the Agreement for the Investment of Funds Between the Riverside County Children and Families Commission and V.I.P. Tots and Rescinding Resolution 04-66**

- 04-80: Approving the First Amendment to the Agreement for the Investment of Funds Between the Riverside County Children and Families Commission and the Riverside County Department of Mental Health - PCIT**

- 04-81: Approving an Increase in the Spending Authority of the Executive Director for Riverside Personnel Services, Inc. for Temporary Personnel of the Commission**
- 04-82: Approving and Ratifying the Professional Services Agreement Between the Riverside County Children and Families Commission and the National Economic Development Law Center**
- 04-83: Approving the First Amendment to the Agreement for the Investment of Funds Between the Riverside County Children and Families Commission and Blindness Support Services.**

Conflicts were declared by the Commissioners on the following resolutions: 04-73 Feldman; 04-74 Peterson; 04-80 Ryan.

John Ryan moved to approve Resolutions 04-73 through 04-79 and 04-81 through 04-83. Susan Loew seconded the motion. The motion carried on a vote of the Commissioners present with conflicts as noted: 04-73: [Seven (7) in favor; one (1) conflict (Feldman); one (1) absent (Long); zero (0) opposed]. 04-74: [Seven (7) in favor; one (1) conflict (Peterson); one (1) absent (Long); zero (0) opposed]. 04-75 through 04-79 and 04-81 through 04-83: [Eight (8) in favor; one (1) absent (Long); zero (0) opposed].

Gary Feldman moved to approve Resolution 04-80. Susan Loew seconded the motion. The motion carried on a vote of the Commissioners present: [Seven (7) in favor; one (1) conflict (Ryan); one (1) absent (Long); zero (0) opposed].

The vote and discussion regarding Resolution 04-84 was tabled until later in this Commission Meeting.

VII. Presentations/Updates

A. Center for Health Improvement Presentation – Cindy Keltner

Cindy Keltner presented a snap shot overview of children's health in Riverside County in PowerPoint utilizing information obtained through conversations with key stakeholders. This information is to help the Commission look at investments in children's health strategically in the future. *(A complete copy of Ms. Keltner's report is on file with the official Commission Meeting Minutes.)*

Dr. Feldman commented on a recommendation that the Commission invest in additional survey data from the California Health Interview Survey (CHIS). Dr. Feldman asked that staff investigate the cost and value of either having additional questions added to the survey for Riverside County or expanding the number of surveys conducted in relevant areas of the county.

B. Strategic Plan Update – Johnathan McDannell

Johnathan McDannell presented a brief history of the Strategic planning process and an update of the current status of the project. (*A complete copy of the history timeline is on file with the official Commission Meeting Minutes.*)

Commissioner Dave Long arrived at the meeting just prior to the Discussion and Action Items.

VIII. Discussion / Action Items

A. Commission Meeting Calendar for 2005

A brief discussion was held regarding the re-scheduling of the strategic plan workshop originally scheduled for today. The Commissioners decided to hold a special morning session on the same date as the regularly scheduled meeting on March 28, 2005.

Resolution 04-84 was brought back to the table for discussion.

04-84: Authorizing the Executive Director to Forward Recommendations Regarding Re-appointments of the Commission to the Board of Supervisors

A brief discussion was held regarding the Resolution title and specific language in the resolution.

Gary Feldman made a motion to amend the title and the language of Resolution 04-84. Yolanda Carrillo seconded the motion. The motion carried on a vote of the Commissioners present: [Nine (9) in favor; zero (0) absent; zero (0) opposed].

A vote was then taken on the amended Resolution 04-84.

04-84: Authorizing the Sub-Committee of the Commission to Forward Recommendations Regarding Re-appointments to the Commission to the Board of Supervisors

Revised language: *“...the sub-committee of the Commission, comprised of John Ryan and Dr. Gary Feldman, is authorized to forward recommendations regarding re-appointments of the Commissioners to the Board of Supervisors for action in January, 2005.”*

Gary Feldman moved to approve amended Resolution 04-84. Jean Benson seconded the motion. The motion carried on a vote of the Commissioners present: [Nine (9) in favor; zero (0) absent; zero (0) opposed].

IX. Information Items

A. Executive Director Report – Harry Freedman

Mr. Freedman thanked the Commission and staff for their support and assistance during this difficult transition period. He highlighted several points from his written report (*a copy of the complete report is on file as part of the Official Meeting Minutes*).

B. Healthy Kids – Stella Smith

Ms. Smith reviewed the status of efforts to secure additional funding to support 6 through 18 ages cohort. Dr. Feldman, Thomas Pham of IEHP and Ms. Smith met recently with representatives of the Desert Health Care District (DHCH) in Palm Springs.

The group presented an overview of the Healthy Kids Program and requested funding from DHCH to offset Healthy Kids Program cost for children 6-18 who reside in the district's catchment area. A proposal in the amount of \$350,000 has been drafted and forwarded.

Confirmation of a funding request to the California Endowment is expected soon.

X. Public Comments

No public comment

XI. Future Agenda Items

- A. Approving Additional Funding Agreements for Fiscal Year 2004/2005
- B. Outcomes Management Discussion – January
- C. Facilitated Strategic Plan Discussion – March
- D. Finance Committee Recommendations Regarding Investment Strategies

XII. Commission Adjournment to the Regular Meeting of the Commission Monday, January 24, 2005, 1:30 p.m.

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Meeting adjourned at 3:30 p.m.