



**FIRST 5
STANISLAUS**

**Commission Meeting
November 15, 2018 at 9:00 a.m.**

***Sutter Health Education and Conference Center
1700 McHenry Ave, Suite 60B, Modesto, CA***



Commission Meeting Notice

Thursday, November 15, 2018, 9:00 AM
Sutter Health and Education Conference Center
1700 McHenry Avenue, Suite 60B, Modesto, CA

MEMBERS:

Vicki Bauman
School Representative

Ignacio Cantu Jr.
Community Representative

Vito Chiesa
County Supervisor

David Cooper
Community Representative

Kathy Harwell
Chair
Community Services Agency

Mary Ann Lee
Health Services Agency

Nelly Paredes-Walsborn, Ph.D.
Vice Chair
Community Representative

George Skol
Community Representative

Julie Vaishampayan, MD
Public Health Officer

David T. Jones
Executive Director

The Stanislaus County Children and Families Commission welcomes you to its meetings which are ordinarily held on the fourth Tuesday of most month. Your interest is encouraged and appreciated.

The agenda is divided into two sections:

CONSENT CALENDAR: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at the beginning of the meeting under the section titled "Approval of the Consent Calendar." If you wish to have an item removed from the Consent Calendar, please make your request at the time the Commission Chairperson asks if any member of the public wishes to remove an item from consent.

REGULAR CALENDAR: These items will be individually discussed and include all items not on the consent calendar and all public hearings.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE COMMISSION ON A MATTER ON THE AGENDA: Please raise your hand or step to the podium at the time the item is announced by the Commission Chairperson. In order that interested parties have an opportunity to speak, any person addressing the Commission will be limited to a maximum of 5 minutes unless the Chairperson of the Commission grants a longer period of time.

PUBLIC COMMENT PERIOD: Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public either at the beginning of the regular agenda and any off-agenda matters before the Commission for consideration. However, California law prohibits the Commission from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Children and Families Commission. Any member of the public wishing to address the Commission during the "Public Comment" period shall be permitted to be heard once for up to 5 minutes.

COMMISSION AGENDAS AND MINUTES: Commission agendas, minutes, and copies of items to be considered by the Children and Families Commission are typically posted on the Internet on Friday afternoons preceding a Tuesday meeting at the following website: www.stanprop10.org.



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Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Commission office at 930 15th Street, Modesto, CA during normal business hours. Such documents are also available online, subject to staff's ability to post the documents before the meeting, at the following website: www.stanprop10.org.

NOTICE REGARDING NON-ENGLISH SPEAKERS: Stanislaus County Children & Families Commission meetings are conducted in English and translation to other languages is not provided unless the Commission is notified 72 hours in advance that an interpreter is necessary. Please contact Administration at (209) 558-6218 should you need a translator for this meeting.

Las juntas de la Comision para Niños y Familias son dirigidas en Ingles y no hay traduccion disponible a menos que la Comision sea notificada con 72 horas por avanzado. Si necesita traduccion, por favor contacte a la Comision al (209) 558-6218. (Por favor tome nota, el mensaje es en Ingles pero se le asistara en Español cuando lo pida.)

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Commission at (209) 558-6218. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting.

RECUSALS: California Government Code Section 87100 states that "no public official at any level of state or local government may make, participate in making or in any way use or attempt to use his/her official position to influence governmental decision in which he/she knows or has reason to know he/she has a disqualifying conflict of interest." Likewise, California Government Code section 1090 provides that certain government officials and employees "...shall not be financially interested in any contract made by them in their official capacity."

These sections of law permit the Stanislaus County Children and Families Commission to execute contracts so long as the Commissioner(s) with the conflict recuses himself or herself from making, participating in making, or in any way attempting to use his or her official position to influence a decision on the contract.



COMMISSION MEETING AGENDA

November 15, 2018 • 9:00 A.M.
Sutter Health Education & Conference Center
1700 McHenry Ave, Suite 60-B, Modesto, CA

1. Welcome & Introductions – Chair Harwell
2. Pledge of Allegiance
3. Announcement of Recusals¹
4. Public Comment Period (Limit of 5 minutes per person)
5. Approval of the Consent Calendar
 - A. Miscellaneous
 1. Approval of the Commission Meeting Minutes of October 23, 2018
 2. Approval of the 2019 Commission Meeting Schedule
 3. Quarterly Financial Report (1st Quarter)
6. Correspondence - None
7. Commissioner Reports
8. Staff Reports
 - A. Report to the Community
9. Strategic Direction / Planning
10. Adjourn

¹ Commissioners may publicly announce the item(s) or recommendation(s) from which he/she will recuse himself or herself due to an actual or perceived conflict of interest. The Commissioner will excuse himself or herself from the meeting and leave the room when the specific agenda item comes up for discussion and voting.



**STANISLAUS COUNTY
CHILDREN & FAMILIES COMMISSION
MEETING MINUTES
Tuesday, October 23, 2018
County Center III (The Learning Institute), Room 1
917 Oakdale Road, Modesto, CA**

Members Present: Vicki Bauman, David Cooper, Kathy Harwell (Chair), Mary Ann Lee, Nelly Paredes-Walsborn (Vice Chair), George Skol, Dr. Julie Vaishampayan

Members Absent: Ignacio Cantu, Jr., Vito Chiesa

Staff Present: David Jones, Executive Director; Jack Doering, Commission Counsel; Veronica Ascencio, Accountant; Stephanie Loomis, Staff Services Coordinator; Denae Davis, Confidential Assistant IV

1. Chair Harwell called the meeting to order at 1:06 p.m. Commission members, staff, and attendees were introduced and welcomed.
2. Pledge of Allegiance was conducted.
3. Announcement of Commissioner Recusals – None
4. Public Comment Period – None
5. Consent Calendar
The Consent Calendar was approved.
Motion by Skol, Second by Lee. (7-0)(Chiesa and Cantu absent.)
6. Executive Director's Office – *Please note that items 6A and 6B were presented in reverse order.*

- A. Conducted a public hearing to consider the acceptance of the Stanislaus County Children and Families Commission 2017-2018 Audit Report prepared by Brown and Armstrong, Certified Public Accountants, and accepted the 2017-2018 Audit Report.

The Commission heard a presentation from Veronica Ascencio on the 2017-2018 Audit Report. Veronica shared the Commission has a clean audit with no findings or recommendations and was found to be in compliance with State code.

The Public Hearing on the audit was opened at 1:33 p.m. by Chair Harwell and, hearing no comments, the Public Hearing was closed at 1:34 p.m.

The Commission accepted the 2016-2017 audit report.

Motion by Skol, Second by Cooper. (7-0)(Chiesa and Cantu absent.)

- B. Conducted a public hearing on the 2017-2018 Local Annual Report; accepted the 2017-2018 Local Annual Report, and authorized staff to submit the 2017-2018 Local Annual Report to First 5 California.

The Commission heard a presentation from Stephanie Loomis on the 2017-2018 Local Annual Report. Stephanie shared an overview of the accomplishments achieved during FY 2017-2018.

The Public Hearing on the local annual report was opened at 1:25 p.m. by Chair Harwell and, hearing no comments, the Public Hearing was closed at 1:26 p.m.

The Commission accepted the local annual report and authorized staff to submit the report to First 5 California.

Motion by Paredes-Walsborn, Second by Vaishampayan. (7-0)(Chiesa and Cantu absent.)

7. Correspondence – None
8. Discussion Items – None
9. Commissioner Reports – None
10. Staff Reports
 - David discussed that the 2019 meeting calendar, Report to Community and 1st quarter financial report will be on the November meeting agenda
 - David will be participating in First 5 Association's Leadership Training program in 2019. The program is 9 days (broken up into 3 day groups) and will start in March 2019. There will be costs associated with participation including registration and travel.
 - David provided reflections from the FJC stakeholder meeting including a significant projection for increased FJC revenue in 2019-2020 as a result of a County allocation change and passed State legislation.
11. Strategic Direction / Planning
 - Maggie Steakley (GPG) provided an agenda for Strategic Direction and Planning.
 - Steakley and Commissioners participated in reviewing the revised values, goals, and objectives.

Session Recess – 3:30 p.m.
Session Resumed – 3:45 p.m.

 - Steakley and Commissioners discussed ways to achieve the goals and objectives, and discussed principles and roles.
 - Audience members were given the opportunity to provide feedback – *none given*.
 - Commissioners provided feedback and reflected on the strategic planning process.
 - Steakley stated the next steps would be to summarize the notes and continue working through principles, roles, and strategies.
 - The next Steering Committee meeting is on Tuesday, November 6, 2018 at 9:30 a.m.
 - The next Commission meeting is on Thursday, November 15, 2018 at 9:00 a.m. at Sutter Health Education & Conference Center, 1700 McHenry Way, Suite 60-B, Modesto.
12. The Commission meeting adjourned at 5:57 p.m.

2019

Commission Meeting (4 PM): Are all held in the SCOE Board Room, except August* (Martin Petersen Center - Rooms 1&2).

Administrative Committee (12 PM): All Committee meetings held at the First 5 Stanislaus office.

Operations Committee (12 PM)

Executive Committee (12:15 PM)

Quarterly Partner Meeting (10 AM): All Quarterly partner meetings in the SCOE Patterson Room, except October* (SCOE Elmdale Room).

Holidays

January

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

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24	25	26	27	28		

March

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31						

April

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May

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June

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July

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August

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September

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29	30					

October

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November

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December

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29	30	31				

First 5 Stanislaus
930 15th Street
Modesto, CA 95354

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Promoting the development and well-being of children 0-5.

First 5 Stanislaus
Fiscal Year 2018-2019
1st Quarter Financial Report

	Three Months Ended September 30			YTD			
	2018	2017 <i>as adjusted</i>	Percent Change	FY 18/19 Adopted Budget	FY 18/19 Actual	Remaining FY Budget	% Actual to Budget
REVENUE							
Interest	\$ -	\$ -	0.00%	\$ 75,000	\$ -	\$ 75,000	0%
Tobacco Tax (Prop 10) (incl. SMIF, Backfill)	\$ -	\$ 460,768	-100.00%	\$ 4,814,108	\$ -	\$ 4,814,108	0%
Other - Grants, Misc	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0%
TOTAL REVENUE	\$ -	\$ 460,768	-100.00%	\$ 4,889,108	\$ -	\$ 4,889,108	0%
EXPENDITURES							
						+	
<u>Program</u>							
Contracts/Programs*	\$ 50,717	\$ 289,208	-82.46%	\$ 5,089,914	\$ 50,717	\$ 5,039,197	1%
Contracts-Prior Year (Payments/Adjstments)	\$ 354	\$ -	0.00%	\$ -	\$ 354	\$ (354)	
Contract Adjustments (TBD)	\$ -	\$ -	0.00%	\$ 500,000	\$ -	\$ 500,000	0%
Salaries & Benefits	\$ 43,899	\$ 19,340	126.99%	\$ 311,678	\$ 43,899	\$ 267,779	14%
Services & Supplies	\$ 29,664	\$ 17,362	70.86%	\$ 85,172	\$ 29,664	\$ 55,508	35%
County Cap Charges	\$ 4,739	\$ 1,953	142.68%	\$ 14,668	\$ 4,740	\$ 9,929	32%
Total Expenditures - Program	\$ 129,374	\$ 327,864	-60.54%	\$ 6,001,432	\$ 129,374	\$ 5,872,058	2%
<u>Evaluation</u>							
Salaries & Benefits	\$ 202	\$ (1,746)	-111.57%	\$ 19,390	\$ 202	\$ 19,188	1%
Services & Supplies	\$ 4,038	\$ 534	656.79%	\$ 11,750	\$ 4,038	\$ 7,712	34%
County Cap Charges	\$ 6	\$ -	0.00%	\$ 1,376	\$ 6	\$ 1,370	0%
Total Expenditures - Evaluation	\$ 4,246	\$ (1,213)	-450.07%	\$ 32,516	\$ 4,246	\$ 28,270	13%
<u>Administration</u>							
Salaries & Benefits	\$ 92,232	\$ 84,487	9.17%	\$ 209,520	\$ 92,232	\$ 117,288 ⁺	44%
Services & Supplies	\$ 33,439	\$ 22,001	51.99%	\$ 114,926	\$ 33,439	\$ 81,487	29%
County Cap Charges	\$ 5,345	\$ 4,348	22.93%	\$ 29,799	\$ 5,345	\$ 24,454	18%
Total Expenditures - Administration	\$ 131,017	\$ 110,836	18.21%	\$ 354,245	\$ 131,017	\$ 223,228	37%
TOTAL EXPENDITURES	\$ 264,637	\$ 437,486	-39.51%	\$ 6,388,193	\$ 264,637	\$ 6,123,556	4%

Administrative Rate = 2%

* Contracts/Program actuals includes all result area costs, including ECE