

COMMISSION MEETING MINUTES

March 11, 2019

Meeting location: 260 E. 15th Street, Merced, CA 95341

Commission Members Present:

Lee Lor Eva de Long Iantha Thompson Shirley Brown Scott Pettygrove
 County Health Officer - Vacant Aaron Lequia Marjorie Terranova Yvonnia Brown

Staff Present: James Fincher, Marie Pickney, Rebecca Nanyonjo-Kemp, Kat Zimmerman and Adam Acevedo

Guests: Mayya Tokman, Samantha Thompson, Monica Adrian, Christie Hendricks, Donna Chin, Bouasvanh Lor, Steve Roussos, Karl Stahlhut, Tria Vang, Amy Hang, Amalia Madrigal-Hernandez, Mary Bauman, LaVerne Davis, Ma Vang

Call to Order

Chair Lee Lor called the meeting to order at 5:31pm.

Pledge of Allegiance, and Roll Call

The Pledge of Allegiance was led by: Commissioner Margie Terranova

Attendance results noted above; a quorum was present.

SCHEDULED ITEMS:

Public Opportunity to Speak on Any Matter within the Commission's

Jurisdiction

Members of the public were invited to come forward to speak.

Public guest Bouasvanh Lor presented on behalf of Hlub Center Hmong Culture Camp.

B. Lor thanked the commission and First 5 staff for allowing her to present.

B. Lor stated that the Hlub Center is asking the commission for an exemption for the rollover policy to utilize unspent funds for year two. B. Lor stated that Hlub Center is funded under Priority Area number 1. B. Lor stated the Hlub Center, through funding from First 5, helped create Hmong Culture Camp which is a program that helps Hmong

and other children learn Hmong roots and culture.

B. Lor stated when the program was approved to begin in January 2018, however, due to an administrative error within First 5 that required Commission's approval to resolve, the launch was delayed. B. Lor stated the error took six months to correct and prevented the program from starting until June 2018. B. Lor stated that the First 5 budget policy only allows 15% of unspent funds to rollover to year two. B. Lor stated due to the shortened year one, Hlub Center is asking the Commission for 100% of the unspent funds to rollover, as a one-time exemption.

Commission Chair Lor stated that no action will be taken at the current meeting, but, the Commission would add Hlub Center request to be a future meeting agenda item.

Guest Ma Vang – Professor at UC Merced, stated she performs research about Hmong history and community building. Vang stated that Merced has the largest Hmong community in the United States per capita. Vang stated the work the Hlub center does great work in the community and is hopeful the Commission will consider the Hmong Culture Camp request for a rollover.

Additions/Deletions to the Agenda: Chair Lor requested agenda item #4 be moved ahead of items #1-3, and item #7 be removed from the agenda and be added to the April 2019 meeting agenda.

CONSENT CALENDAR:

- 1. Approval of Minutes for the February 4, 2019 Commission Meeting (Action).**
- 2. Approval of Expenditures through January 31, 2019 (Action).**
- 3. Approval of Expenditures through February 28, 2019 (Action).**

Commissioner Yvonnia Brown moved to approve Item(s) #1-3.

Motion seconded by: Commissioner de Long. The motion was unanimously passed with 7 in favor, 0 opposed.

REGULAR CALENDAR:

COMMISSION ACTION:

4. Approval to name interim First 5 Merced County Executive Director (Action).

Chair Lor stated the Commission has selected Merced County Public Health Director Rebecca Nanyonjo-Kemp as First 5's interim Executive Director.

Commissioner Pettygrove moved to approve.

Motion seconded by: Commissioner Y. Brown. The motion was unanimously passed with 7 in favor, 0 opposed

Commission Chair Lor asked if there were questions from the public, there were none.

5. Informational presentation: Needs Assessment conducted by the Community Collaborative for Children and Families, formerly known as the Local Child Care and Planning Council (LPC) (Informational)

Guest Samantha Thompson gave an informational PowerPoint presentation regarding "Needs Assessment" done by the Community Collaborative for Children and Families. Thompson stated that local child care development and planning council(s) are responsible for providing a forum for identifying local priorities and development of policies to meet the needs of the community. Thompson stated that the council is required to conduct an assessment of childcare needs at least once every 5 years. Thompson stated another mandated responsibility is to collaborate with local First 5 Commission and other entities to carry out child care staff retention initiatives.

Thompson stated that currently the council works with the American Institute of Research (AIR) to prepare many of the data reports, which are used locally, then submitted to the Department of Education. Thompson turned over the presentation to a consultant for the council, Steve Roussos.

Roussos presented data obtained from the American Institute of Research – Early Learning Assessment Tool. Roussos stated the data provided is from all counties in the state and details a breakdown of demographics, schools, children of different age groups, especially ages 0-5. Roussos stated his role is to go through the data, organize, understand, and interpret it.

Thompson stated the information presented will be available online through the Early Education website through the Merced County Office of Education (MCOE).

Commissioner de Long asked if the information presented is available to the public.

Thompson stated the council is reviewing how this information can be provided to the public in a manner that is easy to understand.

Commissioner Pettygrove asked if Human Services Agency was utilized as a resource for the information provided in the presentation.

Thompson stated that yes, Merced County Human Services Agency was involved with the collection of data provided in the presentation.

Chair Lor asked if there any questions from the public, there were none.

6. Discussion with regard to the update of Strategic Plan for 2019-2020 (Action).

Chair Lor stated the Strategic Plan sub-committee consisting of Commissioner Lequia, Terranova and Chair Lor. Chair Lor stated the sub-committee met several times with county staff including Public Health Director and CEO Jim Brown to discuss a timeline for an update to the First 5 Strategic Plan. Chair Lor stated a timeline for an update will be at the April 8, 2019 Commission meeting after approval for the First 5 annual report. The Strategic Plan committee will bring a proposed Commission structure with roles and responsibilities defined, in order for the Commission to have a better understanding of the Commission's and Merced County's role for the Strategic Plan.

Chair Lor requested each of the Commissioners review the Strategic Plan and Hamai Consulting's Evaluation of First 5 and also draft priorities, revisions and goals for discussion about the future of First 5's Strategic Plan.

Commissioner Pettygrove asked if the Strategic Plan is good through June 2020.

Chair Lor stated that there is not a month attached to it and that allows some flexibility, however, if the Commission delays a decision for later in the year it would have an impact on when grant funding guidelines and criteria can be implemented.

Chair Lor asked if there any questions from the public, there were none.

7. Approval of First 5 draft proposed budget for FY 2019/20 (Informational and possible action).

Item removed from agenda, to be added on the April 2019 meeting agenda.

8. Presentation of Proposal from Kids Discovery Station in an amount not to exceed \$100,000 (Informational and possible action).

Chair Lor recused herself from agenda item #8.

Mayya Tokman presented a written proposal for the Kids Discovery Station. Tokman stated she is requesting a funding amount of \$100,000 from First 5 Merced County to assist with opening "Kids Discovery Station" for the Merced Community. Tokman stated there will be a dedicated section called "Little Explorers Planet" for children ages 0-5, as well sections for children aged 5 and over. Tokman stated an important part of the Kids Discovery Station is to create an environment where both child and parent are interacting together.

Tokman stated a lease is being finalized for the building with the assistance of an in-kind donation from Merced County Office of Education (MCOE) valued at \$160,000 for two years. Tokman stated the timeline to move in to the building is September and opening in December, 2019. Tokman stated their board of directors consists of a wide range of community members.

A copy of the written proposal was provided to each Commissioner and also made available to the public.

Commissioner Terranova asked how the Kids Discovery Station would be accessible to the kids who reside in the west side of the county, specifically the Los Banos and surrounding communities.

Tokman stated that one idea is to have "pop-up" exhibits of the Kids Discovery Station, where the exhibits would be brought to a location. Tokman also stated another option would be to allow field trips to the Kids Discovery Station.

Commissioner Pettygrove asked what the total amount of funding needed to start the Kids Discovery Station.

Tokman stated an amount of \$250,000 to \$300,000 would be needed to start the Kids Discovery Station. Tokman stated ongoing operations cost would be \$300,000.

Commissioner Pettygrove asked if a decision was not made today, when Tokman would need a final decision.

Tokman stated a tentative deadline for a decision would be by the end of March, 2019.

Commissioner Terranova motioned to approve.

Motion seconded by: Commissioner Y. Brown. The motion was unanimously passed with 6 in favor, 0 opposed

9. Approval of First 5 Merced County General Mini-Grants (Cycle III), 2018/19 (Action).

First 5 Program Manager Marie Pickney stated there were a total of 3 mini-grant proposals received of which 2 are recommended for funding. Pickney stated a member of the Commission and staff from First 5 reviewed and scored the proposals. Pickney stated the proposals were included in the meeting packet.

Christie Hendricks, board member of the Merced County Spring Fair stated that each year the exhibits are changes, new signage is created and additional activities for children ages 0-5.

Pickney pointed out that the event is receiving funding of \$10,000 from the Heritage Foundation and possibly in the future First 5 may open a joint-funding opportunity for this type of event.

Chair Lor stated that in review of the proposal, there are items were copy/pasted from a previous document.

Hendricks acknowledged that the item(s) were from a previous document and was copied and pasted to the current document.

Chair Lor also asked county counsel if there was any conflict in relation to the other mini-grant that is proposed by Merced County Department of Public Health.

Counsel Fincher stated there is no conflict.

Commissioner Y. Brown motioned to approve.

Motion seconded by: Commissioner de Long. The motion was unanimously passed with 7 in favor, 0 opposed

10. Approval of Contract with Merced County Office of Education (MCOE) to Support the 2019 Children's Summit in an amount not to exceed \$6,740 (Action).

First 5 Program Manager Marie Pickney presented this informational item for approval of funding for support from MCOE in an amount not to exceed \$6,740. Pickney stated that funding for this requested contract would come from the line item "Emerging Community Programs" in the First 5 Merced County budget for 2018-19.

Commissioner de Long motioned to approve.

Motion seconded by: Commissioner Terranova. The motion was unanimously passed with 7 in favor, 0 opposed

11. Information regarding First 5 Advocacy Day, scheduled for April 30, 2019 at the Capitol in Sacramento (Informational).

First 5 Program Manager Marie Pickney presented this agenda item. Pickney informed the Commissioners of Advocacy Day taking place on April 30, 2019 in Sacramento. Pickney stated if any Commission members are interested in participating funds are available in the First 5 travel budget and to let First 5 staff know, if interested.

Chair Lor asked if there were questions from the public, there were none.

12. Approval of Guidelines and Criteria for IMPACT (Improving and Maximizing Programs so All Children Can Thrive) Mini-Grants (Action)

First 5 Program Manager Marie Pickney stated this agenda item is for approval of guidelines and criteria for IMPACT Mini-Grants program. Pickney stated this small scale mechanism is aimed at improving the quality of care among licensed and license-exempt child care providers. Pickney stated in step 1 Quality Improvement: is for Family, Friend or Neighbor (FFN) up to \$500.00 in materials/supplies. Pickney stated step 2 Quality Improvement System: is for family child care up to \$1000.00 for materials/supplies, for child care center up to \$1500.00 for materials/supplies. Pickney stated step 3 Quality Rating and Improvement System: family child care up to \$1500.00 and for child care centers up to \$2000.00

Mary Bauman stated she works with IMPACT providers in Merced and Mariposa counties and wanted to mention the difference between step 2 and step 3 of program. Bauman stated in order for a provider to go from step 2 to step 3 it is not only the amount of time they are enrolled in a program it is also about the level of commitment they are putting into the program. Bauman stated as an example: there are 6 providers in Mariposa County, and last year at the same time there were only 2 providers and currently there are 5 in the program.

Bauman stated providers that move from step 2 to step 3 undergo a formal assessment by someone they do not know, into their own environment, for several hours. Bauman stated the second assessment is the class tool. Bauman stated the class tool is a 2 ½ hour assessment where the adult and child interaction is being scrutinized.

Commissioner Y. Brown motioned to approve.

Motion seconded by: Commissioner Lequia. The motion was unanimously passed with 7 in favor, 0 opposed

13. Executive Director's Report

No executive director's report was presented.

14. Commissioners' Report

Commissioner Terranova stated that her appointment to the Commission will be ending at the end of March. Terranova stated she will remain on the Commission until May 2019 to allow time for her district to appoint a replacement.

Chair Lor stated she and several other Commission members attended Martha Hermosillo's retirement event. Chair Lor expressed the Commission's gratitude for putting together the event for Martha.

Meeting adjourned at 7:11 P.M.