



## Minutes: Advisory Committee

330 North D Street, Fifth Floor, San Bernardino, California 92415

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### Meeting location

Children and Families Commission of San Bernardino County  
330 North D Street  
San Bernardino, California

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### Date, time, and place

Date: January 27, 2011  
Time: In absence of Advisory Committee Chair, John Pi, First 5 Supervisor, called the meeting to order at 12:17 p.m.  
Place: Children's Conference Room

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### Attendees

#### **Advisory Committee Members Present**

- Ron Griffin
- Claudia Aguirre for Deanna Avey-Motikeit
- Nancy Boyd for Denise Lassiter
- Kathy Turnbull for Amy Cousineau
- Tom Paré, Parent
- Jose Davila, Parent
- Heraldo Sequeira, DCFS

#### **Advisory Committee Members Absent**

- Damon Alexander
- Lois J. Carson
- Toni Cooke
- Michelle Dusick
- Leslie Egee, Chair
- Claudia French
- Edison Medina
- Evelyn Trevino
- Develon A. Whitfield

#### **Staff Present**

- John Pi, Supervisor
  - Scott McGrath, Supervisor
  - Cindy Faulkner, Operations Manager
  - Mary Jaquish, Staff Analyst II
  - Trinh Wong McDonald
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Information

Item No.	Informational Item
1	<p data-bbox="472 470 602 506"><b>Updates</b></p> <ul data-bbox="521 510 1369 1457" style="list-style-type: none"><li data-bbox="521 510 1369 575">• <b>Community Events Announcements</b> Presented by John Pi<ul data-bbox="570 579 1369 1457" style="list-style-type: none"><li data-bbox="570 579 1369 1016">○ John Pi presented the Advisory Committee with information regarding the National Children’s Study being conducted by Cal State San Bernardino with Dr. Morris as the Principal Investigating Expert. This is a longitudinal study (20 years) funded by the Federal Government. This study will follow subjects (pregnant moms) for 20 years and measure the outcomes with regard to health, children’s school outcomes, air quality, community safety and family functioning. This study will give First 5 the opportunity to retrieve data that First 5 could never afford to fund this extensive research by ourselves.</li><li data-bbox="570 1020 1369 1087">○ Community event details continue to be sent via email to all participating Advisory members.</li><li data-bbox="570 1092 1369 1199">○ Mary Jaquish, Staff Analyst II will serve in the capacity of administrative staff on Advisory Committee matters.</li><li data-bbox="570 1203 1369 1310">○ Scott McGrath, Supervisor for First 5 San Bernardino is assigned the duties of oversight of the First 5 Advisory Committee.</li><li data-bbox="570 1314 1369 1457">○ The First 5 Commission is still recruiting for 3 community members to participate on the Advisory Committee. Three members are terming out this fiscal year.</li></ul></li></ul>

	<p><b>Commission Updates</b></p> <ul style="list-style-type: none"><li>• February Commission Meeting Agenda will consist of two discussion items requiring commission vote.<ul style="list-style-type: none"><li>○ Select Chair and Vice Chair for the Children and Families Commission</li><li>○ Approve contract Amendments with Alternative Payment Agencies Pomona Unified School District and San Bernardino County Superintendent of Schools for an additional two months of transitional child care services without additional funding for San Bernardino County children, ages birth to 5, who were enrolled in CalWORKs Stage 3 when the funding was eliminated.</li></ul></li><li>• February Commission Meeting Agenda will consist of three information items<ul style="list-style-type: none"><li>○ Receive overview of changes in fiscal process by First 5 San Bernardino and information about challenges experienced by contracted agencies.</li><li>○ Receive information about School Readiness Program.</li><li>○ Receive information on “Read Aloud and Oral Health Educational Campaigns.</li></ul></li></ul>

**Consent**

A motion was made by Kathy Turnbull and seconded by Ron Griffin to approve the following consent item:

<b>Item No.</b>	<b>Consent Item</b>
1	Approve minutes of September 23, 2010 Advisory Committee Meeting.

Discussion

Item No	Discussion Items
1	<p data-bbox="472 352 980 390"><b>Monthly Reimbursement Process</b></p> <p data-bbox="472 428 1372 537">A detailed analysis and report was presented to the Advisory Committee by First 5 staff member, Cindy Faulkner, Operations Manager. The committee was given a fact sheet for review.</p> <ul data-bbox="521 575 1372 940" style="list-style-type: none"><li data-bbox="521 575 1372 684">• Prior to contract year 2010 First 5 San Bernardino would provide funded partner agencies with the following advance payments:<ul data-bbox="618 684 1372 940" style="list-style-type: none"><li data-bbox="618 684 1117 722">○ 1st Q 40% of their contract term</li><li data-bbox="618 722 1235 760">○ 2nd and 3rd Q 25% of their contract term</li><li data-bbox="618 760 1300 831">○ And the final payment 10% after the final site review for that contract year.</li><li data-bbox="618 831 1305 940">○ Result: Money was owed back to First 5 San Bernardino due to overpayment and disallowances ranging from \$52,689-1,634,033.</li></ul></li></ul> <p data-bbox="472 978 1372 1234">There have been some challenges due to the new reporting monthly invoicing that requires all receipts, billings, and proof of payment by the agencies. Additionally, there have been challenges with the on line Persimmony systems and First 5 work flow. First 5 staff has worked hard to provide technical assistance to agencies and internally the fiscal department has hired an additional accountant.</p>
2	<p data-bbox="472 1234 1036 1272"><b>Technical Advisory Committee (TAC)</b></p> <p data-bbox="472 1310 1360 1453">A TAC fact sheet and Evaluation &amp; Monitoring Loop sheet was presented to the Advisory Committee by First 5 staff member, John Pi, Supervisor. The committee was given a both sheets for review.</p> <ul data-bbox="521 1491 1339 1976" style="list-style-type: none"><li data-bbox="521 1491 1203 1562">• The TAC falls under the Advisory Committee governance.</li><li data-bbox="521 1562 1339 1671">• The TAC will provide advice, guidance and support for the evaluation team with design and execution of the Commission's evaluation efforts.</li><li data-bbox="521 1671 1339 1743">• TAC will create an evaluation framework connected to the strategic plan.</li><li data-bbox="521 1743 1203 1814">• Review primary data collection protocols and procedures</li><li data-bbox="521 1814 1235 1890">• Input into key evaluation elements of upcoming initiatives</li><li data-bbox="521 1890 1328 1940">• Suggest enhancements to current evaluation process</li><li data-bbox="521 1940 1317 1976">• Suggest innovative ways to report evaluation results.</li></ul>

3	<p><b>School Readiness Review</b></p> <p>The School Readiness Initiative Fact Sheet was presented to the Advisory Committee by First 5 staff member, Trinh Wong-McDonald, Staff Analyst II. The committee was given the fact sheet for review.</p> <p>The California Children and Families Commission adopted the School Readiness Initiative to improve the ability of families, schools, and communities to prepare children to enter school ready to succeed. Incentive matching funds have been made available to County Commissions in order to develop locally tailored programs in communities served by schools primarily in the lowest 3 deciles of the Academic Performance Index (API).</p> <p>The School Readiness Program funds are obtainable from the State Commission to coordinate, develop, implement, and sustain a system of collaborative school-linked services, programs, and informal supports. These elements are based on research or promising practices to improve school readiness for children, families, communities, and schools.</p> <p>There have been 2 cycles of funding available through the State Commission that required a one to one match from local commissions. Those funding cycles were:</p> <p>Cycle 1 2002-07</p> <p>Cycle 2 2007-11</p> <p>Due to the state budget the California First 5 Commission will no longer fund the initiative. Local commissions are looking at ways to continue to fund the infrastructure of the current contracts, perhaps at a lower dollar amount. First 5 San Bernardino, barring any take away from available resources, may have available approximately \$3 million for the ECE strategy for FY 2011-2011.</p>
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4	<p><b>Harder and Company Evaluation Report</b></p> <p>In 2009-10 Harder &amp; Company collected data for the over \$27 million allocated by First 5 San Bernardino to approximately 95 programs as well as numerous sponsorships and activities.</p> <p>Harder &amp; Company presented to the Advisory Committee a Health Care Access Impact Report highlighting key findings from multiple data sources. The data took into account services at the client level, the different types of programs invested in and the overall impact of healthcare at the systems level. Harder &amp; Company will be presenting the Annual First 5 San Bernardino report to the Commission at the next scheduled meeting. The report to the Commission will be organized by the five Cluster Areas identified in the Commission's Strategic Plan: Health and Well-Being, Early Care and Education, Family Support, and Systems Integration and Community Engagement.</p> <p>The types of services provided in the healthcare access strategy were: health insurance, access to a medical home, oral health, prenatal/perinatal care, safety and nutrition. Through these investments First 5 San Bernardino invested in 23 partner agencies and impacted over 35,000 clients.</p> <p>The Advisory Committee asked the evaluation consultant Harder &amp; Company to frequent the meetings in the near future to give feedback on the other strategies First 5 San Bernardino funds.</p>
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**Public Comment** None.

**Adjournment** A motion was made by Kathy Turnbull and seconded by Ed Paré to adjourn the meeting. Without further comment or objection, the meeting was adjourned by at 1:30 p.m.

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**Next Advisory Committee Meeting** March 24, 2011, 12:00 p.m.  
Children and Families Commission of San Bernardino County  
Children's Conference Room  
330 North D Street, Fifth Floor  
San Bernardino, California 92415

**Approval** Approved

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Leslie Egge, Committee Chair