



**STANISLAUS COUNTY
CHILDREN & FAMILIES COMMISSION
MEETING MINUTES
Tuesday, December 3, 2019
Martin Petersen Center, Rooms 1 & 2
720 12th St., Modesto CA 95354**

Commissioners Present: David Cooper, Kathy Harwell, Mary Ann Lilly-Tengowski, Nelly Paredes-Walsborn, George Skol, Dr. Julie Vaishampayan

Commissioners Absent: Vicki Bauman (Chair), Ignacio Cantu Jr. (Vice Chair), Vito Chiesa

Staff Present: Amanda DeHart, Commission Counsel; Veronika Carrasco, Confidential Assistant IV; Stephanie Loomis, Staff Services Coordinator; Veronica Ascencio, Accountant III

1. Commissioner Skol called the meeting to order at 4:00 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 Comments – None
5. Consent Calendar
The Consent Calendar was approved.
 - A. Miscellaneous
 1. Approved the August 27, 2019 Executive Committee Meeting Minutes
 2. Accepted the October 22, 2019 Commission Meeting Minutes
 3. Accepted the November 12, 2019 Administrative Committee Meeting Minutes
 - a. Result Area Fiscal Report as of September 30, 2019
 - b. First Quarter Fiscal Year 2019-2020
 4. Accepted the November 15, 2019 Operations Committee Meeting Minutes
Motion by Cooper, Second by Lilly-Tengowski. (5-0)
6. Discussion
 - A. Approved an extension of the Agreement for External Auditor Services with Hudson Henderson & Company, Inc., for Two Additional Years from July 1, 2020 through June 30, 2021, and from July 1, 2021 through June 30, 2022
Motion by Paredes-Walsborn, Second by Lilly-Tengowski. (5-0)

7. Public Hearing

- A. Approved the Adoption of the Policies and Procedures Manual as amended. Stephanie Loomis presented the Commission with proposed changes to the Policy and Procedure Manual and explained that most of these changes would enhance readability, consistency, grammar, and or punctuation, without changing the meaning of the section. Loomis called out the pages containing the proposed edits.

Loomis also presented the Commission with the recommendation to amend “Section 200 - Intended Use of Funds” to clarify language in order to more closely align with the State Health and Safety Code and the 2019-2024 Strategic Plan. Staff also recommended “Section 201 - Priority in the Use of Childcare Funds” be removed from the Policy and Procedure Manual as it corresponded to previously discontinued funding practices. Changes to “Section 205 - Purchasing and Procurement” were proposed as well in order to clarify language and update the dates for the County Policy and Procedures document. Changes to simplify policy and procedure while maintaining accountability and alignment with County procedures were also proposed for “Section 401 – Encumbrances”. Lastly, staff recommended changes to “Section 404 – Purchasing Cards” to reflect current practices while maintaining accountability and alignment with County procedures.

The Public Hearing to Consider Adoption of the Policies and Procedures Manual was opened at 4:07 p.m. by Commissioner Skol. There were no public comments. Commissioner Lilly-Tengowski mentioned that David Jones had previously covered all proposed changes during Committee meetings and she had no further questions. The Public Hearing was closed at 4:08 p.m.

Member Harwell arrived at 4:08 p.m.

Motion by Cooper, Second by Paredes-Walsborn. (5-0)

- B. Accepted the the First 5 Stanislaus Strategic Plan 2019-2024 Update Report. First 5 Staff did not recommend any changes. Staff took the opportunity to present the Commission’s Strategic Plan priorities.

Stephanie Loomis shared that there are 42 activities associated with the strategies found in the Strategic Plan. As of right now, nearly 75% of activities have been initiated or are in exploration. As a part of the Strategic Plan, the Commission has allocated \$25,000 in the current year budget to support collaborative grants. Loomis pointed out that the Commission has not been approached to support any collaborative grants as of yet. First 5 led a community based effort to create a plan for collaborative outreach for the upcoming 2020 Census. Staff submitted a 2020 Census plan to the First 5 Association for funding consideration in an attempt to support community endeavours.

First 5 is in the exploration stages for IMPACT 2020 fund procurement, parenting communication channels, options for partnering with United Way 211, a texting program through County IT, the Spanish language Early Childhood Education (ECE) pilot project with the Stanislaus County Office of Education (SCOE), and a State of Children 0-5 report.

Discussions in regards to the parenting scope of work for 2020-2021 are underway with funded Family Resource Centers (FRCs). Additional parenting content is being created for the First 5 website and a Family Events Calendar has been added as well. The possibility of bringing a family strengthening leadership cohort facilitated by a non-profit is being

considered. First 5 Stanislaus staff has taken a leadership role Cradle to Career and there was an approved Legislative/Policy platform approved by the Commission. First 5 is also preparing for community-wide high risk prenatal care discussions in 2020. Loomis highlighted that First 5 has consolidated early literacy curriculums within funded FRC partners.

Additionally, Loomis shared that funding strategies for long term priorities that started in December 2018 will continue to evolve as the Strategic Plan is implemented and strategies for monitoring and tracking indicators have been initiated. First 5 is also looking to work with Glen Price Group what type of indicators First 5 should be tracking based on the Strategic Plan.

The Public Hearing on the First 5 Stanislaus Strategic Plan 2019-2024 Update Report was opened at 4:22 p.m. by Commissioner Skol and, hearing no comments, the Public Hearing was closed at 4:23 p.m.

Motion by Cooper, Second by Harwell. (6-0)

8. Correspondence - None

9. Commissioner Reports

Commissioner Skol wished everyone a happy holiday season. Commissioner Cooper shared that he attended a Parent Café session at Garrison School in November. He pointed out that it was well organized and shared that he was impressed to learn they have these meetings on a monthly basis.

10. Staff Reports - None

11. The Commission meeting adjourned at 4:27 p.m.