



MINUTES February 11, 2011

1. Call to Order

This meeting of the Imperial County Children and Families First Commission was called to order at 1:15 p.m. by Commissioner Sigmond, Chair. The meeting was held at the County of Imperial County Administration Center, Room C/D, located at 940 W. Main Street in El Centro, California.

2. Roll Call

Commissioners Present:

Karla Sigmond, Chair
James Semmes
Robin R. Hodgkin
Mike Colón, Jr.
Rebecca Green
Supervisor Ray Castillo

Commissioners Absent:

Mike Kelley
Barbara Deol

Guests:

Roberta Webster
Wendy Prewett
Alex Cardenas
Alicia Rangel
Cheryl Anderson

3. Public Comment

None were noted.

4. Consent Calendar Items

Commissioner Hodgkin moved that the Commission approve the consent calendar items as presented. The motion was seconded by Commissioner Green and the motion was approved by a unanimous vote of the members present.

5. Commissioner Membership

Commissioners reviewed the interview questions and opted to eliminate three. Brief discussion continued regarding reimbursement for Commissioners who travel from out of town to attend meetings; the issue of residency of Commissioners was also brought up. The general consensus of the Commission is to develop a policy in the Bylaws addressing these issues. Commissioners also agreed to establish a 3 member panel for the purpose of interviewing potential candidates. As such, Commissioners Green, Colon and Sigmond agreed to hold the interviews and to present their recommendation for approval to the Commission at the next scheduled meeting. A motion to form a 3 member Interview Panel for the purpose of interviewing all applicants was made by Commissioner Hodgkin and it was seconded by Commissioner Green; the motion was approved by a unanimous vote of the members present.

6. Administrative Report

6a. State Budget and Proposition 10: The Governor's recent Budget Proposal was released on January 11, 2011 and it includes recommendations for the State Budget that would affect a number of agencies and for the Commission's purpose, and without any input from First 5 Commission, the budget includes modifications to Proposition 10. These modifications would include reallocating up to \$1 billion in State and local Commission fund balances, and redirecting 50% of the allocations for the State Commission and 58

County Commissions to support Medi-Cal services for children 0 through 5 years of age. This is one of the most drastic budgets Proposition 10 has seen; our County Commission stands to lose between \$2 to \$3 million dollars from our unobligated funds trust. As a further consequence, our County Commission will not be able to fund at the current level it is funding now and includes making cuts to the administrative overhead. The First 5 Association of California is talking about the possibility of offering a loan to the state in lieu of running a ballot initiative in June. The matter is time sensitive since the Governor is trying to approve a budget by mid-March. There are other options the Commissions and the First 5 Association of California are exploring to avoid putting the initiative on the ballot. After further discussion, direction was given to Mr. Rodriguez, Commission Director, authorizing him to engage in negotiations regarding this matter and to keep the Commissioners updated.

- 6b. Request For Proposal (RFP) Guidelines 2011-2013:** The Imperial County Children and Families First Commission intends to release its RFP for the 2011-2013 funding cycle on February 14, 2011. The Commission's legal counsel reviewed and made a few suggestions to changes on the RFP Guidelines. Mr. Rodriguez reviewed and clarified all proposed changes, in particular, the matter of the developmental screening. A motion to approve and release the Request For Proposal (RFP) Guidelines 2011-2013 as presented was made by Commissioner Semmes and it was seconded by Commissioner Hodgkin; no public comment was noted and the motion was approved by a unanimous vote of the members present.
- 6c. Independent Reviewer Process:** All proposals submitted to the Commission are reviewed by an independent review panel. Proposals are divided amongst selected evaluation teams. Members of the panel score proposals independently, and subsequently scores are combined within the group to determine the average score for each proposal. Once the panel completes their review the scores are submitted to the Commission, and all proposals scoring 70 or more points, of the possible 105 points, are considered for funding. At this time Mr. Rodriguez asked Commissioners if they wished to change or suggest an alternate process as it relates to the evaluators. Discussion was held about having all evaluators score each of the proposals thus receiving an average of all proposals; suggestion was also made to distribute the proposals randomly among the evaluators. Commissioner Sigmond is suggesting that they keep the process they currently have and move forward in order to keep with the Timetable which has been established. A motion was made by Commissioner Green to accept the Independent Review Team as proposed; the motion was seconded by Commissioner Colon. No public comment was noted and the motion was approved by a unanimous vote of the members present.
- 6d. Request For Proposal (RFP) Evaluator Contracts:** A request was made for the approval of the Agreement for Special Services document which was enclosed with the packet. The agreement will be used to contract independent evaluators/reviewers to score proposals submitted to the Commission for the ICCFFC (Regular) RFP for the 2011-2013 funding cycle. It is anticipated that 6 independent evaluators will be contracted; this will be contingent on the number of Letters of Intent submitted. Commissioner Hodgkin made a motion to approve the Evaluator Contracts as presented; seconded by Commissioner Semmes and approved of by a unanimous vote of the members present.
- 6e. FY 2010-2011 Second Quarter Progress Report:** Mr. Rodriguez presented a brief review of the Second Quarter Reports based on the data and information submitted by the grantees. Information included budgets from 14 projects. Direct services have increased by up to 5%, a majority of the services which are under family functioning. Brief review was given regarding the Leyendo Con Mi Familia Project; it was explained that the project started the year with no staff.

6f. Commission Updates:

- First 5 California has come up with a new look for the Kit for New Parents; the box is 1/2 the size of the previous kit. They also removed some brochures and the resources manual.
- The State Commission is not moving forward with the Legacy Programs at this time. No further updates are provided regarding this other than that there are no other investments of programs by the State Commission.
- The State Commission is working on a new database; the group PROOF has been hired to administer the new database. Representatives will be contacting the county Commissions that are currently using the PEDS database to seek input.

7. Commissioner Comments

Mr. Castillo was introduced to the full membership and was thanked for his attendance and participation. Mr. Castillo briefly talked about the overall state economy and offered suggestions; he also gave his recommendation regarding the Interview Panel in preparation for the potential applicants.

8. Adjournment

The next scheduled meeting of the Commission is scheduled for April 7, 2011. Commissioner Semmes moved to adjourn the meeting, seconded by Commissioner Green and approved by a unanimous vote of the members present. Meeting adjourned at 2:30 p.m.