



## MINUTES May 5, 2011

No quorum was formed at 1:15; Commissioners awaited the arrival of Commissioner Colon. Informational items were reviewed until such time that Commissioner Colon arrived.

### 1. Call to Order

This meeting of the Imperial County Children and Families First Commission was called to order at 1:30 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.  
Barbara Deol

Commissioners Absent:

Mike Kelley  
Rebecca Green  
2 vacancies

### 3. Public Comment

None were noted.

### 4. Consent Calendar Items

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

### 5. Commissioner Membership

The Selection Interview Panel, with respect to the two vacancies on the Commission, conducted interviews on March 10, 2011 of which four of the five potential applicants participated in the interviews. Thus, it is the recommendation of the Selection Interview Panel that the Commission nominate Yurii Camacho and Joong Shik Kim to the membership due to their community involvement and experience in working with young children. The Commission will present their recommendation to the County Board of Supervisors seeking final appointment; the Commission anticipates the 2 new members will be ready to begin their term in June as the next Commission meeting is scheduled for May 19<sup>th</sup> and it may not be possible for the Board of Supervisors to appoint these individuals before that date. A motion was made by Commissioner Semmes and it was seconded by Commissioner Deol to forward the recommendation for appointment to the Imperial County Children and Families First Commission of Ms. Yurii Camacho and Mr. Joong Shik Kim to the Imperial County Board of Supervisors; the motion was approved by a unanimous vote of the members present. The membership information will be forwarded to the County Board of Supervisors for immediate appointment. It was the general consensus of the Commission that the two new members be asked to attend the June meeting; however, there was a concern about the ability for them to fully participate in the RFP review process namely due to the fact that it would take a considerable amount of time for them to be familiar with the process.

Pending the final appointment, Mr. Rodriguez will arrange to meet with them prior to the June Commission meeting in order to familiarize them with the Commission.

## 6. Administrative Report

**6a. First 5 Commission and State Budget Update:** AB 99 was passed by both houses of the Legislature on March 16, 2011; as is stated this bill will sweep \$950 million dollars from County Commissions and \$50 million dollars will be taken from the First 5 State Commission. Approximately \$3.3 million dollars will be paid out from our local Commission; these reserve funds are to be paid to the state by June 30, 2012. There is still discussion as to the schedule of payments. In addition the Commission discussed the original deal that was proposed to the Assembly by the First 5 Association which included a commitment to provide a loan in the amount of \$500 million dollars to the State's general fund for specific purposes related to services to children 0-5 years of age. It is the belief that this offer was not considered by the Governor's office because of the need to score \$1 billion dollars on the budget, and therefore this option was not conveyed to members of both houses of the legislature. The Commission further discussed the current lawsuits that have been filled by a number of county Commissions as a response to the AB 99 and the fact that the law should have been approved by 2/3 of the legislature and taken to the ballot for voter approval. The next step for the Commission is to move toward redrafting the Imperial County Children and Families First Commission's long-term financial plan. The Director for the Commission also updated Commissioners on the budget proposal issued by the State's Republican leadership which included plans to abolish the California Children and Families Act and all county Commissions; with respect to First 5 Commissions this proposal would re-direct tobacco tax funds levied under the Children and Families Act to the state's general fund which would be used for children's services. It is not clear if Governor Brown will be endorsing this bill.

**6b. Request For Proposal (RFP) 2011-2013 Applicants:** In response to the RFP 2011-2013, 21 letters of intent were received from agencies who stated their intention to submit a proposal by the deadline date; this letter was mandatory and part of the RFP Guidelines. One agency, the Burn Institute, has indicated that they did submit a letter of intent to the Commission; however, our office has no record of having received a letter from them. Burn Institute staff was given an opportunity to submit proof of delivery of their letter. The Burn Institute went ahead and submitted a proposal and they indicated they would be submitting an appeal to the Commission. A total of 17 proposals were submitted to the Commission by the deadline, and were presented to all Commissioners, including one copy of each proposal. Related to the submission of the complete RFP, one agency, Together for Children, attempted to submit their proposals to County Purchasing though the proposals were not accepted by County Purchasing because it was judged that the proposer had not met the 4:00 pm deadline. The individual representing Together for Children was 3 minutes late for submission. The Commission was advised that this agency may be submitting an appeal for reconsideration of submission of their proposals to the Commission. After brief clarification of the RFP Guidelines, it was the general consensus of Commissioners to adhere to the rules established under the RFP Guidelines; changing the guidelines at this time would compromise the selection of all other proposals that were submitted accordingly.

Commissioners will be establishing conflicts of interest (if any) at the next Commission Meeting. The Conflict of Interest Policy (Gov. Code 1090) was reviewed. In particular it was noted that if a Commissioner was financially affected by a contract (not perceived), he/she must recuse him/herself from making, participating or attempting to influence a decision on the grant or contract. On the other hand, if the Commission was not able to secure a majority of the Commissioners present because of their recusement; they would have to pull Commissioners back in to participate by way of a lottery.

All proposals submitted were evaluated by the team of Independent Evaluators. Evaluators provided their scoring and included their comments and recommendations on the individual proposals. Only proposals that received a score of 70 points or more by the Independent Evaluators will be recommended for funding. Commissioners will need to meet again and provide their evaluation/ranking of the proposals. The next meeting is set for May 19th. Commissioners discussed the process and indicated that an alternative date should be identified and RFP time-line modified if the May 19<sup>th</sup> date does not work for the majority of Commissioners. Individual rankings will be submitted to the Commission office and reviewed at the proximate meeting.

**6c. FACT Center Request for a Change in Scope of Work:** Commissioner Sigmond announced that she would reclude herself from this discussion. The El Centro Elementary School District's FACT Center is requesting a scope of work change in addition to a budgetary change. The change is directly related to the position of the Coordinator; it also calls for the modification to one of the Case Manager positions, as it would be absorbed by the Coordinator. The change would increase the amount of money the Commission reimburses the school district for the Coordinator's salary from 25% to 85%, and the Coordinator would then be required to dedicate 60% of his time on working directly with families through the FACT Early Intervention Program. A motion was made by Commissioner Semmes to approve the scope of work changes pending further satisfactory clarification of non-supplantation and approval by the Commission Director. Seconded by Commissioner Hodgkin; Favor-4; and 1 Abstain (K.Sigmond). Commissioners are requesting that the FACT Center submit proof of documentation of non-supplantation and clear details of the changes. Mr. Rodriguez has been directed to clarify all the issues and to negotiate any changes that are necessary and acceptable to his discretion in proceeding with the scope of work change.

**6d. First 5 California Annual Report 2009-10:** A request was made for the approval of the First 5 California Annual Report 2009-10 which was enclosed with the packet. Commissioner Colon made a motion to approve the First 5 California Annual Report 2009-2010 and it was seconded by Commissioner Hodgkin. The motion was approved of by a unanimous vote of the members present.

**6e. Second Quarter Progress Reports:** The 2nd Quarter Progress Reports were included in the packet for review and discussion. Mr. Rodriguez gave a brief summary of the reports.

**6f. Modification to ICCFFC 2009-2010 Audit Report:** Due to an auditing error made by the State Comptroller's office, Hutchinson and Bloodgood had to prepare a letter of compliance which was then forwarded to the state in regards to the Imperial County Children and Families First Commission Audit for 2009-2010. Additional fees for preparation and submission of this letter are to be expected by Hutchinson and Bloodgood.

## **7. Commissioner Comments**

Commissioner Sigmond took this moment to offer support to Mr. Rodriguez and his family; his sister was recently involved in a car accident and is currently hospitalized in critical condition.

## **8. Adjournment**

The next scheduled meeting of the Commission is scheduled for May 19, 2011. Commissioner Semmes moved to adjourn the meeting, seconded by Commissioner Semmes and approved by a unanimous vote of the members present. Meeting adjourned at 2:16 p.m.