



MINUTES April 6, 2017

I. Call to Order

This Regular Meeting of First 5 Imperial was called to order at 3:55 p.m. by Karla Sigmond, Commission Chair. The meeting was held at the Imperial County Administration Building Meeting Room C/D which is located at 940 W. Main Street in El Centro, California, whereby a quorum was established.

II. Roll Call

Commissioners Present:

Yurii Camacho
Barbara Deol
Becky Green
Robin Hodgkin
Joong Kim (arrived after roll call)
Karla Sigmond, Chairperson

Commissioners Absent:

Ray Castillo
Peggy Price

Staff:

Julio C. Rodriguez, Director
Bea Duran

III. Public Comment

No public comments were made.

IV. Adoption of Minutes

A motion to approve the Minutes of the Regular Meeting held on February 9, 2017 was made by Commissioner Deol and it was seconded by Commissioner Camacho and having noted no further discussion or public comment the motion carried with all in favor.

V. Consent Calendar Items

A motion to approve the Consent Calendar Items as presented was made by Commissioner Deol and it was seconded by Commissioner Green and having noted no further discussion or public comment the motion carried with all in favor.

VI. Resignation from Commissioner Colón

Commissioner Sigmond referenced to the letter that was written by Commissioner Colón whereby he tenders his official resignation from the Commission. A motion to accept the resignation was made by Commissioner Deol and it was seconded by Commissioner Hodgkin (with regret) and having noted no further discussion or public comment the motion carried with all in favor.

The Commission will move forward to begin the process of looking for a new Commissioner. The application for membership was included in the packet and it was reviewed. Mr. Rodriguez advised

that the application will be updated. Commissioner Deol noted the meeting time should be changed to reflect the current Commission meeting time.

VII. Administrative Report (Julio C. Rodriguez, Executive Director)

1. Community Development Mini-Grant Step 2 Review of Applicants: Mr. Rodriguez explained that at a previous meeting of the Commission, Commissioners approved to invite 6 mini-grants to apply for Step 2 of the process. As of the due date, only 5 applications were received. The City of Imperial did not submit one of their applications (there were two); although he clarified that the City of Imperial Public Library did submit their application. He further noted that as is, based on their funding request, the Commission could potentially fund all applications. Mr. Rodriguez is asking the Commission to consider further recommendations prior to funding mini-grant applications.

None of the Commissioners present declared any conflicts of interest with mini-grant applicants, and therefore proceeded to discuss the mini-grants.

Burn Institute – Let’s Stay Safe from Fires & Burns Puppet Show: Mr. Rodriguez noted that fire and burn prevention is not a strategic priority of the Commission. The agency is established within the Imperial County and is providing fire and burn prevention educational services; however, they may have to establish if there is an issue with supplantation of services if funded.

Commissioner Green stated that although fire and burn prevention is not addressed in the strategic plan, they as Commissioners should be looking at a broader scope to determine whether there is a need for this type of service within the County. She feels that this need falls loosely as a health component that addresses a need or could be part of an educational component.

Commissioner Hodgkin agrees that this may fall under a general health issue, and she would consider it especially given that this is a mini-grant application. The agency also works with a curriculum in a classroom setting which she supports.

Mr. Rodriguez is recommending no changes to the budget; however, he would like to recommend that the agency incorporate a certain percentage of children that will be administered a pre and post test. He added that the Burn Institute does have experience with this objective, as they have worked with this tool in the past.

A motion to award the Burn Institute mini-grant project was made by Commissioner Green and it was seconded by Commissioner Hodgkin with the noted recommendations. Having noted no further discussion or public comment the motion carried with all in favor.

City of Imperial Public Library – Kiddie Con: the City of imperial is proposing a family resource fair themed Kiddie-Con as a super-hero type theme for children 0-5 which will be opened countywide not just residents of Imperial. Mr. Rodriguez advised that research does not support promoting current superheroes to children under 5 years of age because of the message they provide and the issue of whether young children can separate reality from fantasy.

Commissioner Green has worked on a similar type of project and has researched this issue. She is recommending that children can create their own superhero and not focus on current superheroes. Children can identify themselves as a superhero, create their own superpower, and have fun with it.

Commissioner Hodgkin is recommending that the City restrict the advertisement when planning the event to suggest that children create their own superhero, not use current superheroes, and to try to keep it age-appropriate. She advises that Mr. Rodriguez should go back and discuss the proposal with the agency to determine how they will identify and advertise.

Commissioner Hodgkin made a motion to award the City of Imperial Public Library mini-grant given specific restrictions on marketing and evidence-based practice that supports the superhero concept for compliance of children 0-5, seconded by Commissioner Green. No recommendation on budget changes was made. Having noted no further discussion or public comment, the motion carried with all in favor.

Imperial County Child Abuse Prevention Council – Little Steps: Mr. Rodriguez stated that this project has been funded in previous years by the Commission. They are using the Incredible Years curriculum which is a curriculum they adopted based on the recommendation made by the Commission in a previous funding cycle. If funded, Mr. Rodriguez is recommending that they clarify the issue of non-supplantation of services, that they plan an age-appropriate Schedule of Classes so that they ensure that the 0-5 children are in a classroom of their own due to the age gap. A slight error in math was made and he recommends that it be adjusted.

Wendy Jensen of the Imperial County Child Abuse Prevention Council, who was in the audience, clarified that the agency does have very specific classes for the children. Children 0-5 are placed in preschool classes, and generally children 5 ½ to 6 up to 12 years old are separated into another classroom.

A motion to award the Imperial County Child Abuse Prevention Council mini-grant project in the amount of \$24,030 along with the noted recommendations was made by Commissioner Hodgkin and it was seconded by Commissioner Deol. Having noted no further discussion or public comment the motion carried with all in favor.

Imperial County Free Library – Child Care/Preschool Outreach Program: Mr. Rodriguez stated that this project proposes to use Power of Preschool (POP) materials, 150 bags, and incorporate them into a program where they will use the “Every Child Ready to Read” curriculum targeting 25 exempt-care providers. The POP bags were purchased with Commission funds approximately 2 years ago. Mr. Rodriguez noted that exempt-care providers are a hard-to-reach population; however, the project is stating that if they cannot reach the 25 exempt-care providers they will target preschool centers who are not visited by the Brawley Library LAMBS Project. If funded, the Commission would highly recommend that the Project have a plan in place to work hard to reach out to the 25 exempt-care providers. As for the bags, the Commission would also recommend that they reduce buying more kits and rather use the funds to enhance the materials contained within the bags.

Commissioner Hodgkin questioned whether the 150 bags were new or used, and commented on the materials needed for the bags. Commissioner Green stated that she disliked serving young

children with used items; she is recommending that the Commission assess the condition of the bags. Commissioner Sigmond concurred that if the condition of the bags are not in good shape, monies should be used to have them replaced.

A review of the Project's budget continued; the budget provides for the purchase of 30 completion kits that will be provided to the exempt-care providers once they have completed their sessions (up to 16 per year).

A motion was made by Commissioner Deol to award \$17,391 to the Imperial County Free Library mini-grant project with the caveat that they assess the condition of the bags, and to purchase new bags should that be the case. The motion was seconded by Mr. Kim, and having noted no further discussion or public comment the motion carried with all in favor.

Imperial Valley Regional Occupational Program – Project Care: Mr. Rodriguez stated that this is a continuation of last year's mini-grant project which is an increase to the Project Nenes HIPHY Program population by 15 more children. The Project depends on the sustainability of Project Nenes, the major RFP grant. Mr. Rodriguez noted that the Project will serve 15 new children who are not already enrolled in preschool centers.

Commissioner Green had a question regarding sustainability of the Project; Mr. Rodriguez clarified that the Project is addressing this issue. He is also suggesting that the issue of sustainability be held during the discussion of the RFP major grant process.

A motion was made by Commissioner Deol and it was seconded by Commissioner Hodgkin to award \$24,998 to the Imperial Valley Regional Occupational Program mini-grant project. Having noted no further discussion or public comment the motion carried with all in favor.

2. Request For Proposal for General Grant FY 2017-2019 Presentation of Applicants: Mr. Rodriguez provided a summary of the RFP for General Grant process. 13 Letters of Intent were received on March 10th, and 13 applications were also received. The total request for funds is \$2,166,963; however, the Commission has allocated 1.5 million to award. Mr. Rodriguez further explained that he has contacted the Evaluation Team and reviewed and discussed the process; at this point all applications have been forwarded to the Evaluation Team. He noted that three Evaluators are new and three have already had the experience of working with the Commission.

The Commission changed the Rubric this year relevant to the local proposer section/points. Once rubrics are received, they will be forwarded to Commissioners. Mr. Rodriguez will also put together a summary of applications for Commission review. Legal counsel will be invited to attend the next Commission Meeting which is May 2th. On this day, Commissioners will be making award decisions and then a protest period will follow soon after. Commissioners will meet one final time on June 8th to review and discuss, and possibly consider protests, and make final award of applications. A contract and negotiation phase will follow.

3. Request to Approve First 5 California Annual Report 2015-2016: Copies of the First 5 California Annual Report 2015-2016 were provided to all present, and Mr. Rodriguez provided a summary of the process for the collection and completion of the report. He added that in accordance with last year's report, the State changed the format of the reporting. Each County Commission was given a small section where they profiled the individual Commissions.

A motion to approve the First 5 California Annual Report 2015-2016 as presented was made by Commissioner Green and it was seconded by Commissioner Deol. Having noted no further discussion or comment the motion carried with all in favor.

4. Second Quarter Progress Reports FY 2016-2017: Mr. Rodriguez provided Commissioners a summary of the Second Quarter Progress Reports, and the report was included in the packet. He noted that this is a preliminary report, and thus far there are discrepancies in the duplication of numbers that was provided by the Brawley Public Library LAMBS Project and the Imperial County Office of Education Headstart Project. Staff is currently working with these two agencies to correct the data. A fiscal report was also included and summarized. Mr. Rodriguez noted that Commissioners will still see financial information for the March of Dimes Foundation Project, and this is due to the fact that the Project was terminated at the end of the First Quarter at their request.

VIII. Commissioner Comments

Commissioner Green requested a projection of funding estimates for our County Commission; where we are based on our long-term plan. Mr. Rodriguez advised that he will return to Commission with the report.

IX. Adjournment

A motion adjourning the Commission meeting was made by Commissioner Deol and it was seconded by Commissioner Green. Having noted no further comments and by unanimous vote, the meeting was adjourned at 4:53 pm. The next meeting of the Commission is scheduled for May 25, 2017.