



Children & Families Commission
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Commission Meeting Minutes
Tuesday, October 24, 2017
Stanislaus County Office of Education
Board Room
1100 "H" Street, Modesto, CA

- Members Present:** Ignacio Cantu Jr., David Cooper, Kathy Harwell (Chair), Mary Ann Lee, Nelly Paredes-Walsborn (Vice Chair), George Skol, Dr. Julie Vaishampayan.
- Members Absent:** Vicki Bauman and Vito Chiesa
- Staff Present:** David Jones, Executive Director; Veronica Ascencio, Accountant; Stephanie Loomis, Administration; and Jack Doering, Commission Counsel.
- I. Chair Harwell called the meeting to order at 4:00 p.m. Commissioner Cantu was introduced as the newest member of the Commission. Commission members, staff, and attendees were introduced and welcomed.
 - II. Commission members and attendees recited the Pledge of Allegiance.
 - III. Announcement of Commissioner Recusals – None
 - IV. Public Comment Period – None
 - V. Consent Calendar
The Consent Calendar was approved.
Motion by Skol, Second by Lee. Unanimously approved.
 - VI. Agenda Items
 - A. The Commission approved the Commission Meeting Minutes of September 26, 2017.
Approved on the consent calendar. Motion by Skol, Second by Lee. Unanimously approved.
 - B. Executive Director’s Office
 1. The Commission heard a presentation on the Cradle to Career initiative by Marian Kaanon from Stanislaus Community Foundation. She shared an overview of the program. The Commission thanked her for the presentation and the work the Foundation is doing in the community.
 2. Following its passage by voters in 1998, the provisions of Proposition 10 were codified into California State Law as Sections 130100 – 130155 of the California Health and Safety Code. Section 130150 of the Health and Safety Code requires local Children and Families Commissions to complete an annual audit by October 15th of each year, conduct a public hearing on the audit, and submit the audit to the State by November 1st. The Commission contracted with Brown and Armstrong (Bakersfield, CA) to perform the 2016-2017 annual audit.

The Commission heard a presentation from Veronica Ascencio on the 2016-2017 Audit Report. Veronica shared the Commission has a clean audit with no findings or recommendations and was found to be in compliance with State code.

The Public Hearing on the audit was opened at 4:34 p.m. by Chair Harwell and, hearing no comments, the Public Hearing was closed at 4:35 p.m.

The Commission accepted the 2016-2017 audit report.

Motion by Skol, Second by Cooper. Unanimously approved.

3. Following its passage by voters in 1998, the provisions of Proposition 10 were codified into California State Law as Sections 130100 – 130155 of the California Health and Safety Code. Section 130150 of the Health and Safety Code requires local Children and Families Commissions to conduct a public hearing on its Annual Report and to submit the Annual Report to the State by November 1st of each year. The Annual Report is a written report on the progress towards and achievement of the goals and objectives of the Proposition.

To assist local Commissions in complying with this requirement, the State First 5 Commission sends out a format to guide the written responses of all 58 counties. The State uses these 58 local reports to compile a statewide report that must be submitted to the Legislature by January 15th of each year.

The Commission heard a presentation from Stephanie Loomis on the 2016-2017 Local Annual Report. Stephanie shared an overview of the accomplishments achieved during FY 2016-2017.

The Public Hearing on the audit was opened at 4:48 p.m. by Chair Harwell and, hearing no comments, the Public Hearing was closed at 4:49 p.m.

The Commission accepted the 2016-2017 audit report.

Motion by Vaishampayan, Second by Paredes-Walsborn. Unanimously approved.

4. After being formed, the Children and Families Commission adopted a series of administrative, operational, monitoring, and financial policies to govern Commission and Contractor operations. In order to make its policies and procedures more user-friendly and easier to locate, policies and procedures were combined into one document and the document was approved by the Commission as a Policies and Procedures Manual. (The current Manual can be found on the Commission website under Publications & Other Resources.)

Changes to the manual are brought to the Commission for consideration on a periodic basis. Financial policies are contained in Section 400 – 599 of the Policies and Procedure manual. The addition of Section 415 Grant Applications and Funding provides a policy and procedure direction for applying for and receiving grant funding for the Commission.

The Commission approved the addition of Section 415 Grant Applications and Funding to the Policies and Procedures Manual.

Motion by Skol, Second by Cooper. Unanimously approved.

5. In early June 2017, staff from the Children and Families Commission was approached by staff from Sunlight Giving to learn more about the local work being done by the Commission. Sunlight Giving is a non-profit foundation whose mission is to sustain healthy families and strong communities. They fulfill that by working with local and national organizations that provide basic services to low-income families with children ages 0-5 in vulnerable communities. Sunlight Giving was established in 2014 and focuses on counties in the Bay Area and several San Joaquin Valley counties – including Stanislaus. The Foundation works on an invitation-only basis for funding proposals. Sunlight was looking to fund organizations in Stanislaus County when they approached the Commission. They have previously funded other First 5 organizations in other counties.

Commission staff had multiple contacts with Sunlight Giving and they requested a tour of a local family resource center. Staff hosted an on-site tour of a local family resource center and explained the importance of the work being done in the local community and the tremendous need that exists. Sunlight Giving was very aware of the work of family resource centers and the important role they play in the community.

After the in-person meeting and site visit, Sunlight Giving invited the Commission to apply for grant funding. Staff shared with the Commissioners during Commission Committee meetings their intent to apply for the grant funding. Staff completed and submitted an online funding application, resulting in an approved award of \$75,000 to support family resource centers for the Commission.

The Commission approved receipt of the grant award from Sunlight Giving in the amount of \$75,000.

Motion by Paredes-Walsborn, Second by Vaishampayan. Unanimously approved.

C. Committee Reports – *Approved on the Consent Calendar. Motion by Skol, Second by Lee. Unanimously approved.*

1. The Commission accepted the minutes for the Administrative Committee meeting held on October 9, 2017, including the Monthly Financial Report as of September 30, 2017, and the Quarterly Financial Report July 2017-September 2017.
2. The Commission accepted the minutes for the Operations Committee meeting held on October 12, 2017.

II. Correspondence – None

III. Commissioner Reports

- Commissioner Lee recognized Commissioner Vaishampayan for volunteering for Sonoma County while Sonoma County was experiencing severe wild fires.

IV. Staff Reports

- Stephanie presented the Report to the Community and shared Report distribution information.
- David shared Commission Chair Kathy Harwell was recognized as one of the recipients of the 2017 Dale Butler Equal Rights Award on October 6, 2017.
- David reminded the Commission and members of the audience that there would be a brief social after the Commission meeting.

V. The Commission meeting adjourned at 4:58 p.m.