



MINUTES

June 4, 2009

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 Imperial County Public Health Department, Training Center, located at 935 Broadway in El Centro, California.

2. Roll Call

Commissioners Present:

Karla Sigmond, Chair
Robin Hodgkin
James Semmes
Veronica Guerrero
Mike Colón, Jr.
Joe Maruca

Commissioners Absent:

Supervisor Mike Kelley
Barbara Deol
Rebecca Green

3. Commissioner Comments

None were noted.

4. Public Comment

None were noted.

5. Consent Calendar Items

Commissioner Semmes moved that the Commission approve the consent calendar items as duly noted for the Agenda dated 6/4/09. The motion was seconded by Commissioner Hodgkin. No public comment was noted. The motion was approved by a unanimous vote of the members present.

6. Administrative Report

- 6a. Community Development Mini-Grant 2009-2010: After much discussion about the current economic trends throughout the state and concerns of how it will affect programs in this county, the consensus of the Commissioners is to postpone mini-grants at this time. A change of priorities in terms of needs may be in need for funding distribution; Commissioners will revisit the mini-grant funding again in September. Commissioner Semmes moved to postpone the mini-grant funding process until further evaluation. The motion was seconded by Commissioner Maruca, and as no further comment was noted the motion was approved by a unanimous vote of the members present.
- 6b. Grantee Budgets for 2009-2010: Mr. Rodriguez requested approval of the Budgets for Independent Contractors (Grantees) for FY2009-2010 (second year of the two-year funding cycle). Total award for the grantees is \$2,188,491.00. Projects funded through the regular RFP total \$1,825,700.00; two projects funded through the Lactation Initiative total \$199,515.00, and one project funded through the Literacy Initiative awarded \$163,276.00. It was noted that no increases to grantees were awarded for the FY2009-2010 cycle. Commissioner Hodgkin

moved to approve the Grantee Budgets for 2009-2010. The motion was seconded by Commissioner Semmes. A follow-up on the CHARLEE program was requested; as no further comment was noted the motion was approved by a unanimous vote of the members present.

- 6c. Commission Budget 2009-2010: Mr. Rodriguez presented the Budget for Fiscal Year 2009-2010 for the Imperial County Children and Families First Commission and copies were included in the packet. The total budget amount for 2009-2010 is \$2,743,966.00. Commission funds reserved for grantees/subcontracts including mini-grants, the PACES Stipend Program, Community Outreach Support, and Subcontracts are estimated at \$2,372,991.00. The total for Commission Administrative and Management/Evaluation costs is \$370,975.00. The School Readiness Program Budget is estimated at \$286,300.00. A new line item was added for payment to MRMIB, Healthy Families Program for \$92,217.00. Commissioner Maruca moved to approve the Commission Budget for FY 2009-2010 as presented. The motion was seconded by Commissioner Hodgkin, and as no further comment was noted the motion was approved by a unanimous vote of the members present.
- 6d. Administrative Costs Report: Mr. Rodriguez presented a report identifying proposed administrative costs for the 2009-2010 fiscal year; Administrative costs proposed reflect 8.11% of the total budget allocated for the year and excluding any prior year encumbrances. Commissioner Hodgkin moved to approve the Commission's Administrative Costs of 8.11% for FY 2009-2010. The motion was seconded by Commissioner Semmes, and as no further comment was noted the motion was approved by a unanimous vote of the members present.
- 6e. ICCFFC Strategic Plan Revision: Commissioners discussed and reviewed the updated changes made to the Strategic Plan; the last revision to the plan was made in February 2008. Changes to the plan included geographic data, socio-economic data, asthma hospitalization rates and similar data. Commissioner Semmes moved to approve the ICCFFC Strategic Plan with updates as presented. The motion was seconded by Commissioner Hodgkin, and as no further comment was noted the motion was approved by a unanimous vote of the members present.
- 6f. First 5 California Annual Report 2007-2008: Commissioners reviewed and briefly discussed the First 5 California Annual Report for 2007-2008. Commissioners commented on the fact that they have no input on the make-up of the plan and feel that it should be more "county friendly." Commissioner Semmes moved to approve the First 5 California Annual Report for 2007-2008 as presented. The motion was seconded by Commissioner Hodgkin, and as no further comment was noted the motion was approved by a unanimous vote of the members present.
- 6g. School Readiness Update: It was reported that Summer Kinder Academies will be scheduled in 8 schools throughout the county. The academies will be held at Mains Elementary School in Calexico, Heber Elementary School, Meadows Elementary School, Washington Elementary School in El Centro, McKinley Elementary School in El Centro, Lincoln Elementary School in El Centro, Westmorland Elementary School and San Pasqual Elementary School in Winterhaven. A total of 300 children are currently enrolled; the academies will start in early June and end mid-July. Discussion continued regarding the eligibility of school readiness

schools; Commissioners wish to identify more funding for school readiness purposes and increase the number of schools that can be served under this program.

- 6h. Grantee Performance Third Quarter Progress Reports: For the Third Quarter Progress Reports, 14 major projects and 6 mini-grant projects submitted their reports. Through the end of the quarter, major grant projects reported having expensed 61% of the total overall grant award and mini-grant projects reported having expensed 78%. The programs highlighted included: the Fire and Burn Prevention from the Burn Institute, CASA's SHEANE program, the Imperial County Office of Education's Literacy project, and the Imperial Valley Regional Occupational Program's HIPPY program. The HIPPY program was awarded the National Stellar Award by HIPPY USA for conducting an excellent program.

7. **Adjournment**

Commissioner Maruca moved to adjourn the meeting and it was approved by a unanimous vote of the members present. Meeting adjourned at 1:51 p.m.