



MINUTES
April 7, 2005

I. Call to Order

The meeting of the Imperial County Children and Families First Commission (ICCFFC) was held on April 7, 2005 at the Public Health Department Conference Room, located at 935 Broadway in El Centro. Mr. Semmes, Chairperson, called the meeting to order at 1:15 p.m.

II. Roll Call

Members Present:

James Semmes
Sue Tally
Margaret Baker
Becky Green
Veronica Guerrero
Barbara Deol

Absent:

Karla Sigmond
Robin Hodgkin
Supervisor Joe Maruca

Staff:

Julio Rodriguez
Bea Duran
Dr. Galindo

Guests:

Francisca Gomez, Intern
Cheryl Anderson
Heather Vessey-Garcia
Lorri Riggs
Wendy Rosales

III. Approval of Minutes

Motion was made by Mrs. Baker and it was seconded by Mrs. Guerrero to approve the minutes of the March 3, 2005 Commission Meeting as presented; all in favor, motion carried.

IV. Chairperson Report

Commissioner Semmes introduced and welcomed Ms. Barbara Deol to the membership; Ms. Deol was nominated for the position by the County of Imperial Board of Supervisors at their meeting held on March 22, 2005.

V. Community Development Mini-Grant Applications

The Director announced that nine mini-grant applications were received prior to the established deadline of March 17, 2005, which is the first round of the funding cycle (designated for \$60,000). The first order of business was to establish "Conflict of Interests" among Commissioners. However, at this time Commissioner Semmes asked whether Question 1, C., from the *Conflict of Interest Checklist* pertaining to "any real property...within 2,500 feet of your property" applied to the ranking of mini-grants. Other members agreed that given the county's geographical limitations the question should not disqualify them from ranking mini-grants. Commissioners are asking that legal counsel provide further clarification on this issue; however, for the purpose of the mini-grant ranking this question will be eliminated. Motion was

made by Mrs. Green and seconded by Mrs. Deol to eliminate Question 1, C from the *Conflict of Interest Checklist*; all in favor, motion carried.

The following conflicts of interest were declared:

Mrs. Baker – none

Ms. Deol – none

Mr. Semmes – none

Mrs. Tally – ICOE (2), ICCAP,
and San Pasqual School

Mrs. Guerrero – none

Mrs. Green – none

Mrs. Sigmond – none*

Mrs. Hodgkin – Public Health Department*

Dr. Maruca - Public Health Department*

* These Commissioners were not present at the meeting to declare their conflicts although they had conveyed their response via a conversation held with the Commission Director.

Further discussion regarding the mini-grants was established as:

- 1) Commissioners with a conflict must not discuss, rank nor vote those mini-grants they have declared a conflict. They may rank all other remaining mini-grants.
- 2) Commissioners will rank their top 5 best mini-grant applications for funding consideration.
- 3) Scores must be provided to Director by April 20th; Director will average the scores and provide results for the next scheduled meeting.
- 4) There is no limitation on considering multiple grants from the same organization. This may be a policy for future mini-grants in order to distribute funding as fairly as possible.
- 5) Commissioners will review a future policy on funding shade/playground applications, e.g. match requirement, age-appropriate children for portion consideration, deadline to construct, leveraging other funds.

VI. Administrative Report

1. Funded Projects Presentations: (moved from Agenda order)

Kim Grizzle and Liz Lira from the Wesley Daycare Center gave a presentation on the playground constructed for the preschool with monies granted from the Commission. They talked about their successes with the shade and setbacks with the shed; although in the end everything turned out fine because they were able to fix and repair old liabilities as a result of the new installations. Mrs. Grizzle thanked the Commission for their support and presented them with a commemorative picture of the playground.

Wendy Rosales from the Imperial Valley Regional Occupational Program, Project Nenes gave a summary of the Home Instruction for Parents of Preschool-age Youth (HIPPI) program that is being funded by the Commission. 70 parents of young children, 0 to 5, have been enrolled in the program that is being offered locally. The HIPPI program is also serving 14 parents as part of the School Readiness Initiative. The program is being delivered by trained home parent visitors who work to instruct stay-at-home parents and Stage 1 Exempt providers on in-home instruction to children ages 3-5 years of age by using the HIPPI curriculum. Ms. Rosales presented relevant data findings from the HIPPI program

both nationally and locally with the main finding being that children enrolled in the HIPPY program are better prepared for entry into the K-12 public school system.

2. Monthly Financial Report, February 2005: A summary of the monthly Financial Report for the month ending February 28, 2005 was provided by the Director. A motion to approve the financial monthly report for the month ending February 28, 2005 as presented was made by Ms. Deol and seconded by Mrs. Guerrero; with all in favor, motion carried.
3. Annual Report Fiscal Year 2003-2004: Copies of the First 5 California Annual Report 2003-2004 were provided to the Commissioners and the public in general for review, discussion and approval. Special attention was given to the Imperial County profile, Chapter 8, and the Executive Summary. The report was developed by Stanford Research International for the State Commission which provides an overview of aggregate activities for both County and State Commissions as they related to the goals established by each individual Commission. It was noted that no public comment was included in the discussion. A motion was made by Mrs. Green and it was seconded by Mrs. Tally to approve the First 5 California Annual Report 2003-2004; all in favor, motion carried.
4. Mid-Bus Transfer Agreement: A brief overview of the mid-bus transfer agreement between the Commission and My Magic Castle was provided. Mrs. Tally updated the Commission informing them that the state had removed funding from My Magic Castle. Mr. Semmes noted that because of the liability issue the Commission is going forward with its recommendation to cut all ties. A motion was made by Mrs. Tally and seconded by Mrs. Green to approve the Mid-bus Transfer Agreement between the Imperial County Children and Families First Commission and My Magic Castle; all in favor, motion carried.
5. School Readiness Update: The Director provided an update of the School Readiness program; a proposal to change the scope of work is currently being negotiated with the State First 5 Commission. The change in the scope of work provides that the playgroups will be replaced by home visitations. Dr. Galindo, School Readiness Coordinator, advised that the promotoras through their home canvassing activity have identified over 400 families with children 0 to 5 years of age; follow-up visitation has been provided to 55 families. These families will receive the Kit for New Parents, they will be surveyed for other needs and will be invited to participate in activities associated with school readiness for their children. Further, Campesinos Unidos has conducted 70 home visits in the north end of the county; health fairs are being held in each targeted school readiness sites; Articulation Meetings are progressing; preparations are being made for the Pre-School Transition programs for the June academy.
6. CARES: The Comprehensive Approaches to Raising Educational Standards (CARES) Committee met April 6th to talk about match funding for the purpose of establishing a CARES program in this county. Committee members advised that a matrix similar to the LPC accreditation stipend plan would be advisable as a guideline to follow. A \$183,000 three-year commitment is being proposed for this program; talk about subcontracting the program vs. hiring Commission staff is being considered; the RFA release is scheduled at the end of this month.

7. 2004-2005 Second Quarter Performance Reports: Included in the packet were copies of the second quarter progress reports reflecting progress for the first year of activities for thirteen projects funded through the 2004-2006 RFP cycle. Specific information was presented for the programs: Burn Institute, Center for Family Solutions, FACT Center, the Family Treehouse FUERTE program, Imperial County Imperial County Probation, IVROPs HIPPY program, March of Dimes and Neighborhood House of Calexico. The Director was commended for his work in gathering the information and providing it to the Commission in a manner that is easy for them to recognize and review.
8. Southern California First 5 Commissions Report: A brief titled *Working to Create a Better Future for our Kids* was provided to Commissioners and briefly reviewed.
9. Update on Kits for New Parents: The Director provided an update on the distribution of the Kits; it was noted that the kit allocation rate for 2003-04 has been exhausted and that additional kits have been requested by Mrs. Duran. The Parent Involvement Kit Committee (PIK) has been successful in its distribution strategies and their presentations of the Kit.

VII. Public Comment None was noted.

VIII. Adjournment

The next meeting of the Commission will be held May 5, 2005 at 1:15 p.m. Mr. Semmes adjourned the meeting at 2:45 pm.