



MINUTES
FIRST 5 RIVERSIDE COUNTY
Commission Regular Meeting
Wednesday, January 24, 2024
2:00 PM

Commissioners Present: Jose Campos, Charity Douglas, Zachary Ginder, Edwin Gomez, Angelica Hurtado, Elizabeth Romero, Kim Saruwatari, and Stephanie Yost

Commissioners Absent: Supervisor V. Manuel Perez

Administrative Staff Present: Tammi Graham, Executive Director; Charna Widby, Deputy Director; Lynn Stephens, Executive Assistant IV; Carol Abella, Regional Manager; Larissa Wills, Regional Manager; Patricia Perez, Administrative Services Manager II; Kin Tat (Natalis) Ng, Administrative Services Manager I; Sean Pravica, Senior Public Information Specialist; Michelle Rodriguez, Public Information Specialist; Jimmy Gutierrez; Support Services Technician

Legal Counsel: Kristine Bell-Valdez, Supervising Deputy County Counsel

A. Call to Order – Zachary Ginder, Commission Chair

1. Pledge of Allegiance – Commissioner Yost
2. Roll Call – Lynn Stephens, Executive Assistant IV

B. Public Comments (for items not listed on the agenda) – Zachary Ginder, Chair

None

C. Commission and Advisory Committee Business – Zachary Ginder, Chair

1. Recognition of Martin Luther King Jr and Riverside County DEIA Updates. - Barry Knight, Riverside County Diversity, Equity, and Inclusion Officer

Ms. Graham introduced Barry Knight, DEI Officer to speak about Martin Luther King Jr. Mr. Knight provided an overview of Martin Luther King Jr. noting that we know him from the “I Have a Dream” speech in August of 1963, noting that the message that got him killed was not about the dream, it was about equity for all and making sure that everyone had a voice. Mr. Knight encouraged everyone to listen to speeches that were not publicized and were not promoted. In the last 15 months, Mr. Knight has been the Equity Diversity and Inclusion officer. Mr. Knight is currently looking to understand our communities not only by looking at them in terms of groups or zip codes but looking at the importance of disaggregating and understanding the individual frequencies of our communities and how people are represented. Mr. Knight noted the leaders of the County of Riverside have approximately 14 departments with some equity initiatives out of the 42 county departments. Depending on how you’re counting departments of the Riverside County area, they are looking at equity whether it’s internal, looking at their workforce and how they’re hiring, to looking at how they’re servicing their communities. All this is based on data. Mr. Knight noted when leaders focus on the outcomes of the strategies, they tend to get more attention on the matter.

2. Advisory Committee Comments

Ms. Graham provided highlights from the Advisory Committee meeting held this morning. Presentations included, Regional Manager, Carol Abella providing a presentation on Quality Early Learning, Sean Pravica, Senior Public Information Specialist reporting on First 5 Champion for Children nomination timeline which is now open for new nominees. Commissioners are encouraged to share Champion for Children information with partner agencies. Nominees will be brought to the Commission in May for approval. Ms. Graham introduced Mr. Jiles Smith who was sworn in during the Advisory Committee meeting this morning as the new Advisory Member representing District 1.

3. Commissioner Recognition - Tammi Graham, Executive Director and Lynn Stephens, Executive Assistant IV

Ms. Graham recognized Commissioner Britt who has represented the Commission for the past four years under the Human Services Portfolio. Ms. Britt was appointed as the new Assistant CEO for Human Services in Riverside County. Ms. Britt brought over 20 years of experience as a leader in public service. It is an honor to see her continue in a leadership role with the County. The Commission recognized Ms. Britt for her service. Commissioner Britt gave a parting speech, stating that it was an honor to be part of the Commission, noting the Commission staff's hard work and how inspiring it's been to hear public comments and to see the partnerships evolve. Ms. Britt recognized Ms. Douglas joining the Commission to represent the Human Services Portfolio.

4. Oath of Office for Commissioner, Charity Douglas - Kristine Bell-Valdez, Supervising Deputy County Counsel

Ms. Graham introduced Charity Douglas, Director of the Department of Public Social Services. Ms. Douglas also has more than 20 years experience in public service. She brings her passion for children and families to support the work of the commission. Ms. Bell-Valdez administered the Oath of Office to Ms. Charity Douglas.

5. Commissioner Comments

Commissioner Saruwatari commented as Public Health Director. She reminded the Commission and public that we are in the middle of flu season. Commissioner Saruwatari encouraged everyone to get vaccinated. Riverside County had the first death of a child under one who passed of RSV. Commissioner Suruwatari encouraged all pregnant women, children, and people over 60, to get vaccinated.

Commissioner Yost thanked the County for the vaccine clinics being provided in Idyllwild.

6. First 5 Riverside County Chair and Vice Chair Election - Kristine Bell-Valdez, Supervising Deputy County Counsel

*Commissioner Yost moved to approve nomination of Commissioner Ginder as Chair for 2024. Commissioner Campos second the motion. Ms. Stephens, Executive Assistant IV, conducted a roll call. **Ayes:** Campos, Gomez, Romero, Saruwatari, Hurtado, Yost, and Douglas. **Absent:** Perez.*

Chair Ginder moved to approve nomination of Commissioner Campos as vice chair for 2024. Commissioner Yost second the motion. Ms. Stephens, Executive Assistant IV, conducted a roll call. **Ayes:** Ginder, Gomez, Romero, Saruwatari, Hurtado, Yost, and Douglas. **Absent:** Perez.

Motions carried unanimously to appoint Zachary Ginder as Chair and Jose Campos as Vice Chair. **Absent:** Commissioner Perez.

D. Presentation/Information Item – Zachary Ginder, Chair

1. Autism and Developmental Delay Systems Landscape Report and Recommendations - Charna Widby, Deputy Director; Kristin Gist, Consultant, Early Childhood Development and Mental Health - **Chair Ginder noted this item is tabled until a future meeting.**

2. First 5 Riverside County Second Quarter Financial Highlights - Patricia Perez, Administrative Services Manager II

Ms. Perez provided an overview of the second quarter financial highlights as included in the Commission packet item D.2. Summarizing the Commission's Annual Budget vs Projected at year-end.

Budgeted Revenue \$29M – Expenditures \$31M – Fund Balance Draw \$2M

Projected Revenue \$26M – Expenditures \$26.5M – Fund Balance Draw \$300K.

The main reason why revenue is projected to be lower than budgeted is reflective of the underutilization of CalWORKs funding.

Expenditures reflect savings in salaries/benefits and capital assets budget lines.

The commission's allocation of expenditures as of Quarter 2 for administration is 5% (which is well below the approved cap of 13%), Evaluation is at 1%, and Program is 20%.

Ms. Perez noted that in the last few years, we have more than doubled our funding sources thanks to our executive leadership and thanked Ms. Graham and Ms. Suarez.

E. Consent Items – Zachary Ginder, Chair (a copy of all action items and attachments can be viewed at www.rccfc.org and at the Commission Business Office)

1. Approve First 5 Riverside County Draft Commission Meeting Minutes - October 25, 2023 Session

2. **24-01:** Approve the Riverside County Children and Families Commission Revised Policy for Travel Authorization and Reimbursement for Travel and Miscellaneous Expenses

3. **24-02:** Approve Agreement with Reach Out West End for Matching Funds for Jurupa Valley Violence Intervention and Prevention (JVVIP) Program (**CONTRACT NO. CF24139**) [**\$150,000 - PROP 10 FUNDS**]

4. **24-03:** Approve 2024 First 5 Riverside County Finance Subcommittee Members

5. **24-04:** Approve and Adopt the Revised Fiscal Year 2023/2024 Annual Budget and Vendor list of First 5 Riverside County Children & Families Commission

6. **24-05:** Approve First Amendment with Corona-Norco Family Young Men's Christian Association (YMCA) to Support Drowning Prevention Efforts From July 1, 2023 - June 30, 2026 (**CONTRACT NO. CF24104**) [**\$986,850 - PROP 10 FUNDS**]

7. **24-06:** Approve and Ratify Agreement with Children and Families Commission of Orange County for First 5 California Home Visiting Technical Assistance Grant from

July 1, 2023-June 30, 2025 (**AGREEMENT NO. FCI-HVC-02**) [**\$268,287- F5OC PASS THROUGH STATE FUNDS**]

8. **24-07**: Approve Agreement with Hubbe Inc. for Workforce Web-Based Data System Portal from January 1, 2024 - December 31, 2024 (**CONTRACT NO. CF24140**) [**\$58,640 - PROP 10 FUNDS**]

*Commissioner Romero moved to approve consent items 1-8 as presented. Commissioner Hurtado second the motion. **Absent:** Commissioner Perez. **Motion carried unanimously.***

F. Future Agenda Items:

1. First 5 Riverside County Strategic Plan Annual Review and Public Hearing
2. First 5 Riverside County 2024 Policy Priorities
3. First 5 Riverside County 2024 Communications Plan
4. First 5 California Annual Report Annual Review and Public Hearing

- G. Adjournment:** Adjournment at 2:30 p.m. to the next Regular Meeting of the Riverside County Children and Families Commission to be held on March 13, 2024 beginning at 2:00 p.m.:
- First 5 Riverside County Children and Families Commission Office
585 Technology Court - Conference Room A
Riverside, CA 92507

Meeting Minutes Recorded by Lynn M. Stephens, Executive Assistant IV.