



**AGENDA  
PUBLIC NOTICE**

Regular Meeting of the Finance Sub Committee  
Wednesday, March 12, 2025

11:00 AM

First 5 Riverside County  
585 Technology Ct  
Riverside, California 92507

**This notice shall confirm the Regular Meeting of the Finance Sub Committee of the Riverside County Children and Families Commission.**

**Note: If special accommodations are needed to participate in this meeting, please contact Lynn Stephens, Executive Assistant IV, at (951) 955-0200 during regular business hours of the Riverside County Children and Families Commission (Monday-Friday 8:00 a.m. – 5:00 p.m.).**

**Note: Public Comments will be taken on agenda items at various times during the meeting. Please submit a Request to Speak form to the Executive Assistant IV at any time before or during the meeting indicating the item you wish to address.**

**Note: Please place all cellular phones on vibrate or off mode during the meeting.**

DRAFT\_March 20\_MG

- A. **Call to Order – Kari Middleton-Hendrix, Advisory Chair**
  - A.1. Pledge of Allegiance
  - A.2. Roll Call – Lynn Stephens, Executive Assistant IV
- B. **Public Comments (for items not listed on the agenda) – Kari Middleton-Hendrix, Chair**
- C. **Commission and Advisory Committee Business – Kari Middleton-Hendrix, Chair**
  - C.1. Director's Report – Tammi Graham, Executive Director; Yvonne Suarez, Assistant Director; Charna Widby, Assistant Director; Michael Knight, Deputy Director
  - C.2. Public Information Updates - Sean Pravica, Senior Public Information Specialist and Michelle Rodriguez, Public Information Specialist
  - C.3. Advisory Committee Comments

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**RIVERSIDE COUNTY CHILDREN & FAMILIES COMMISSION**  
[www.First5Riverside.org](http://www.First5Riverside.org)

- D. **Consent Items – Kari Middleton-Hendrix, Chair** (a copy of all action items and attachments can be viewed at [www.rccfc.org](http://www.rccfc.org) and at the Commission Business Office)
- D.1. Approve First 5 Riverside County Advisory Committee Draft Meeting Minutes - January 22, 2025 Session



**MINUTES  
FIRST 5 RIVERSIDE COUNTY  
Advisory Committee Regular Meeting  
Wednesday, January 22, 2025  
11:00 AM**

**Advisory Committee Present:** Malinda Margiotta, Kari Middleton-Hendrix, Angel Anton, Antonia Eli Mast, and Jiles Smith

**Advisory Committee Absent:** Agam Patel and Saovaros Diehl-Hope

**Advisory Committee Vacancy:** Districts I, II, V

**Administrative Staff Present:** Tammi Graham, Executive Director; Yvonne Suarez, Assistant Director; Charna Widby, Deputy Director; Michael Knight, Deputy Director; Lynn Stephens, Executive Assistant IV; Larissa Wills, Regional Manager; Sean Pravica, Senior Public Information Specialist; Michelle Rodriguez, Public Information Specialist; Martina Guevara, Commission Coordinator; Victor Lopez, Business Process Analyst II

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

**A. Call to Order – Malinda Margiotta, Advisory Chair**

1. Pledge of Allegiance – Led by Advisory Member Smith
2. Roll Call – Conducted by Martina Guevara, Commission Coordinator

**B. Public Comments (for items not listed on the agenda) – Malinda Margiotta, Chair**

**C. Commission and Advisory Committee Business – Malinda Margiotta, Chair**

1. Oath of Office for Advisory Committee Member  
Administered To Angel Anton by Kristine Bell-Valdez, Supervising Deputy County Counsel.  
Ms. Bell-Valdez welcomed Ms. Anton and noted that the Oath of Office document was handed to Martina Guevara, Commission Coordinator
2. Director Updates – Tammi Graham, Executive Director; Yvonne Suarez, Assistant Director; Charna Widby, Deputy Director; Michael Knight, Deputy Director – Supervising Deputy County Counsel.

Ms. Graham acknowledged Martin Luther King Jr. Day, stating that every year at the Commission and Advisory Committee meetings, staff recognizes his impact on the United States and the work we do every day under our diversity, equity, and inclusion work. Ms. Graham informed Advisory Members that the DEI Officer for Riverside County will attend the Commission Meeting to pay tribute to Martin Luther King Jr. and also recognize the DEI work happening in Riverside County.

Ms. Graham welcomed Advisory Member Anton to the Committee and gave a brief introduction. Advisory Member Anton thanked everyone and provided an overview of her background.

Presented by Tammi Graham

- CSAC Challenge Award Winner – First 5 Riverside County
- Assembly Member Corey Jackson and CA Family Resource Association staff FRC Visit
- 2024 Annual All Staff Meeting
- 2024 State of Riverside County
- French Valley Learning Experience and Child Care Center Groundbreaking
- Escuela de la Raza Unida Alegría Infant and Toddler Learning Center Open House and Community Event
- Riverside County State of Education Address March 5, 2025 - First 5 Sponsorship

Presented by Charna Widby

- CalWORKs Home Visiting
- Expanding Drowning Prevention Efforts
- Partnership with Children Services Department –To support families who have experienced a Near Drowning

Presented by Yvonne Suarez

- Finance Subcommittee Overview

Advisory Member Smith questioned the possibility of extending the Finance Subcommittee term to 2 years. Ms. Graham responded that a placeholder is already in the March Commission Agenda.

3. Public Information Updates Presented by Sean Pravica, Senior Public Information Specialist.

- Winter Events at the FRCs
- 25<sup>th</sup> Anniversary Celebration Planning

Advisory Member Mast volunteered to assist with event coordination. Chair Margiotta congratulated F5 Team for the awards and all the work Ms. Graham and the staff have done.

4. Advisory Committee Comments

5. First 5 Riverside County Advisory Committee Annual Chair and Vice Chair Process/Elections Presented by Kristine Bell-Valdez, Supervising Deputy Counsel.

Ms. Bell-Valdez referenced the Ordinance 784 regulations for Advisory Committee Annual Chair and Vice Chair Process/Elections.

Ms. Graham confirmed Kari Middleton-Hendrix accepted her nomination as the Chair and Malinda Margiotta accepted her nomination for Vice-Chair.

*Advisory Member Mast moved to approve the Chair nomination for Kari Middleton-Hendrix and Vice Chair nomination for Malinda Margiotta. Advisory Member Smith second the motion. Commission Coordinator, Ms. Guevara conducted a roll call. **Ayes:** Mast, Anton, Smith, Middleton-Hendrix, Margiotta. **Absent:** Advisory Members Patel and Diehl-Hope. **Motion Carried Unanimously.***

**D. Consent Items – Kari Middleton-Hendrix, Chair** (a copy of all action items and attachments can be viewed at [www.rccfc.org](http://www.rccfc.org) and at the Commission Business Office)

1. Approve First 5 Riverside County Advisory Committee Draft Meeting Minutes - October 23, 2024 Session.

*Advisory Member Mast moved to approve consent item. Advisory Member Smith second the motion. **Abstain:** Advisory Member Anton. **Absent:** Advisory Member Patel and Diehl-Hope. **Motion Carried Unanimously.***

**E. Presentation/Information Item – Kari Middleton-Hendrix, Chair**

1. Family Resource Center Presentation Presented by Michael Knight, Deputy Director  
Chair Middleton-Hendrix introduced Michael Knight.

- Family Resource Center Update
- Integrated Service Delivery

Chair Middleton-Hendrix commented, “Fantastic presentation.” She inquired about Mr. Knight’s background, to which Mr. Knight offered an overview of his experience. Chair Middleton-Hendrix expressed her gratitude, thanking Mr. Knight for his response.

Chair Middleton-Hendrix asked if there were any plans for expansion beyond the two sites currently using integrated services delivery. Mr. Knight stated that First 5 has five sites, two of which already use integrated service delivery. Once the Start System is online, the remaining three sites will implement it, incorporating four key components: Whole Person Health Score, Universal Referrals and Consent, Warm Handoffs, and Closed Loops.

Advisory Member Mast asked about the distinction between Family Resource Centers (FRCs) and alternative partner sites marked in red on the presentation slide. She inquired whether these sites were Human Services departments that were not integrated into the FRCs and requested an example.

Mr. Knight explained that community-based organizations, many originally from home visitation programs, are partnering with Family Resource Centers (FRCs) rather than establishing physical FRCs in every district. These partnerships focus on areas with lower Healthy Places Index scores to improve resource access. The partner sites are funded to have a network specialist trained alongside FRC staff, with shared resources and database systems to support their clients. The goal is to fully align these sites with FRC operations over time.

Advisory Member Mast inquired about funding for a network specialist trained with FRC staff to capture clientele. Mr. Knight confirmed that this is a future goal, stating it is the current focus.

2. Champion for Children 2025 Nomination Updates Presented by Sean Pravica, Senior Public Information Specialist.

Advisory Member Mast asked whether nominations are filtered. Mr. Pravica clarified that nominations are not filtered, and only 4-5 nominations are typically received annually.

Advisory Member Smith recalled a discussion last year about extending the nomination process for eligibility by District, and asked for clarification on how this might proceed.

Ms. Graham suggested adding an agenda item to discuss this further.

Vice Chair Margiotta explained that it is too late to change the current process.

Advisory Member Smith proposed adding an agenda item to recognize all nominations and to restructure the award process so there is representation in all five supervisorial districts. A discussion ensued between Advisory Member Smith, Ms. Bell-Valdez, and Ms. Graham, which concluded with the decision to add an agenda item to revisit and discuss the Champion for Children Policy.

**F. Future Agenda Items:**

1. First 5 Riverside County Updates

**G. Adjournment:** Adjournment at 12:09 p.m. to the next Regular Meeting of the Advisory Committee to be held on March 12, 2025, beginning at 11:00 a.m. at: 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.

**E. Presentations/Action Items – Kari Middleton-Hendrix, Chair**

**E.1.25-01:** Review and Recommend Nomination for 2025 Champion for Children Award  
Recipient - Sean Pravica, Senior Public Information Specialist



AGENDA ITEM: 25-01  
DATE OF MEETING: MARCH 12, 2025  
ACTION:   
INFORMATION:

## **REVIEW AND RECOMMEND NOMINATION FOR 2025 CHAMPION FOR CHILDREN AWARD RECIPIENT**

### **SUMMARY OF REQUEST**

Review the Champion for Children nominations received and approve one nominee to submit to the Commission for consideration and approval as the First 5 Riverside County 2025 Champion for Children Award recipient.

### **BACKGROUND**

First 5 Riverside County's Champion for Children Award was created to honor and bring awareness to people and organizations whose leadership and advocacy embody the vision of First 5 Riverside County, where all children in Riverside County are healthy and thrive in supportive, nurturing, and loving environments and enter school ready to learn and embrace lifelong learning.

The Commission approved the establishment of the Champion for Children Award and selection criteria, as recommended by the Advisory Committee, in September 2019. Since then, an annual process has been conducted for the Advisory Committee to receive and review nominations and select their recommendation to forward to the Commission for approval.

A call for nominations was released on January 8 and promoted countywide with news releases, posts on social media, and email messages to First 5 funded agencies, stakeholders, and supporters. The nomination window concluded on February 19. A total of eight (8) nominations have been submitted during the nomination period. The slate of nominees was sent to the Advisory members for their individual review in preparation for the consideration of one nominee to recommend to the Commission for approval.

Upon approval by the Commission, the 2025 Champion for Children will be recognized at a Riverside County Children and Families Commission meeting, on the First 5 Riverside County website and social media. The recipient will receive a recognition award (costs not to exceed \$100) and a sponsorship (based on Commission policy) of up to \$1,000 in their name given to support a community event of their choice.

**2025 Champion for Children nominations received:**

1. First 5 Riverside County received nominations for a total of **eight individuals**. The Advisory Committee received a Nominee eligibility checklist (matrix) that gives a broad overview and verification of each nominee to meet the award eligibility requirements.
2. Submitted Nomination forms and a scoresheet for each Advisory Committee member to complete are available on a shared Google Drive link.

**RECOMMENDED ACTION**

That the Advisory Committee:

1. Review and select one nominee to forward to the Commission for consideration and approval as the 2025 First 5 Riverside County Champion for Children Award recipient.

- F. **Discussion/Information Item - Kari Middleton-Hendrix, Chair**
  - F.1. Nomination History for the Annual First 5 Riverside County Champion for Children Award - Sean Pravica, Senior Public Information Specialist



AGENDA ITEM: F1  
DATE OF MEETING: March 12, 2025  
ACTION:   
INFORMATION:

## **NOMINATION HISTORY FOR THE ANNUAL FIRST 5 RIVERSIDE COUNTY CHAMPION FOR CHILDREN AWARD**

### **SUMMARY OF ITEM**

Provide history of nominations received for the Champion for Children Award since its inception in 2019, with the first winner selected in 2020.

### **BACKGROUND**

First 5 Riverside County's (F5RC) Champion for Children Award was created in 2019 (Action Item 19-25) to honor and bring awareness to people and organizations whose leadership and advocacy embody the vision of F5RC, where all children in Riverside County are healthy and thrive in supportive, nurturing, and loving environments and enter school ready to learn and embrace lifelong learning. The selected candidate must have lived or worked in Riverside County for a minimum of two years.

The Advisory Committee is responsible for reviewing the nominations received each year and providing their recommendation for the award winner to the Commission. F5RC is responsible for promoting the nomination period when it opens, receiving nominations and communicating with those submitting them, and providing all nominations, supplemental information, and candidate summaries to the Advisory Committee.

In the six years that Champion for Children Award has been awarded or tentatively awarded, F5RC has received nominations for 37 candidates, including no fewer than three or greater than nine in a single year. Two of these candidates were deemed ineligible; one nomination was submitted for a member of the Advisory Committee; one nomination was submitted for a candidate who did not work or live in Riverside County.

The nomination period is open each year for six weeks. On two occasions, it has been decided with Advisory Committee approval to extend the nomination period an additional

six weeks in response to an insufficient number of initial nominations received. Nomination history by year is summarized in the table below:

<b>Year</b>	<b>Nominations Received</b>	<b>Extension/Nominations Received Before and After Extension Approved</b>
2020	9	No
2021	7	Yes/0 before, 7 after
2022	3	Yes/2 before, 1 after
2023	5	No
2024	5	No
2025	8	No

F5RC employs multiple strategies to promote the nomination period opening, which include or have included press releases, social media posts, eblasts to F5RC contact lists as well as eblasts to all Riverside County employees through RCIT, website displays, outreach to partnering organizations and other county departments.

Nominations received throughout the Award’s history have represented candidates working in each of the county’s five districts and supporting young children in F5RC’s three goal areas, though not all districts or goal areas may be represented in an individual year. Nominations received represent candidates whose work may or may not occupy and/or serve residents from specific regions within the county. The award reflects F5RC’s mission to serve families countywide.

Recognition of the Champion for Children has remained consistent in acknowledging award winners at a Commission meeting, through a press release, and the awarding of a \$1,000 sponsorship to support a community event through an organization of their choice. Starting in 2023, F5RC has adopted the practice of recognizing nominees not selected as the Champion for Children with a personalized letter highlighting specific examples of their work as provided in their nomination, an F5RC commemorative glass plaque or paperweight, and an invitation be honored alongside the approved Champion for Children at a Commission meeting.

In 2019, the Advisory Committee designed the criteria required to be nominated and can recommend improvements to broaden the pool of candidates, revise the application, or to streamline the process. After the 2025 Champion is named, the topic will be placed on the agenda for discussion or action at the direction of the Committee.

In January, an Advisory Member requested this item be place on the agenda to consider expanding the Champion award from one countywide Champion to selecting 5 Champions, 1 representing each supervisorial district. Based on the analysis presented in this information item and the maximum number (9) of nominations received in any given year, First 5 staff does not recommend this change at this time. Staff will be increasing outreach efforts to agencies and individuals who meet the nomination criteria, As the number of nominations increase, the district option will be reconsidered for recommendation to the Commission.

## **STRATEGIC PLAN RELEVANCE**

Countywide Impact

## **ATTACHMENTS**

1. 19-25 Action Item Approving First 5 Riverside Champion for Children Criteria
2. 2025 Champion for Children Nomination Process



AGENDA ITEM: 19-25

DATE OF MEETING: September 11, 2019

ACTION:

INFORMATION:

**APPROVE ESTABLISHMENT OF THE ANNUAL FIRST 5 RIVERSIDE CHAMPION FOR CHILDREN AWARD AND WEEK OF THE YOUNG CHILD SPONSORSHIP; DISTRICTS: ALL [\$1,100 ANNUALLY – PROP 10 FUNDS]**

**SUMMARY OF REQUEST**

Approve the establishment of the annual First 5 Riverside Champion for Children award and sponsorship and include approval of the criteria and process recommended by the First 5 Advisory Committee.

**BACKGROUND**

First 5 Riverside's Champion for Children Award is created to honor and bring awareness to people and organizations whose leadership and advocacy embody the vision of First 5 Riverside, where all children in Riverside County are healthy and thrive in supportive, nurturing, and loving environments and enter school ready to learn and embrace lifelong learning.

The Advisory Committee will manage the nomination and selection process for recommendation to the Commission. Upon selection, the *Champion for Children* will be recognized at a Riverside County Children and Families Commission meeting, on the First 5 Riverside website and social media, submitted to the County Board for recognition in the applicable supervisorial district and the recipient will receive a recognition award (costs not to exceed \$100). Each recipient will have a sponsorship (based on Commission policy) of up to \$1,000 in their name given to support a community event of their choice to commemorate the Week of the Young Child held annually in April (events are held between March and May).

First 5 Riverside supports annual sponsorships of Week of the Young Child events in each supervisorial district.

## RECOMMENDED ACTION

That the Commission:

1. Approve the First 5 Riverside Champion for Children Award including approval of the criteria and process recommended by the Advisory Committee; and
2. Approve annual sponsorship award of up to \$1,000 given in the name of each Champion for Children recipient to support a community event held during the Week of the Young Child; and
3. Authorize the Advisory Committee to manage the annual nomination and selection process for recommendation to the Commission.

## BUDGET IMPACT

Adequate revenue and appropriation are included in the Commission FY 19/20 approved budget.

<b>FINANCIAL DATA</b>	Fiscal Year 19/20:	Decrease/Increase	Adj Fiscal Year 19/20
Special Program Expense 527780	\$452,000	-0-	\$452,000
Appropriation 2	\$27,513,715	-0-	\$27,513,815

## STRATEGIC PLAN RELEVANCE

Countywide Impact

## POTENTIAL CONFLICTS OF INTEREST

None

## ATTACHMENTS

1. Champion for Children Nomination Process
2. Champion for Children Nomination Form
3. Champion for Children Rubric



# CHAMPION FOR CHILDREN AWARD 2025 Nomination Process

## VISION

First 5 Riverside County's Champion for Children Award was created to honor and bring awareness to people and organizations whose leadership and advocacy embody the vision of First 5 Riverside County, where all children in Riverside County are healthy and thrive in supportive, nurturing, and loving environments and enter school ready to learn and embrace lifelong learning.

Champion for Children Award recipient(s) will be presented a plaque and certificate by the Riverside County Children and Families Commission and will be recognized on the First 5 Riverside County website and social media.

## GUIDELINES

- A person can only receive the award once within a ten-year period.
  - More than one person within the same organization may be eligible for the award.
- Submission window will be open one time per year.
  - Applications will be accepted through **February 19, 2025**. Applications must be received prior to the deadline. Any applications received after the deadline can be resubmitted in the next application window.
  - Nominees will be contacted to provide references and fill out questionnaire within two (2) weeks.
  - Applications will be reviewed within 30 days after the deadline to submit applications.
  - A recommendation will be made to the Commission at its next regular meeting.
  - Award recipient will be notified within two (2) weeks and presented with the award at the next scheduled Commission meeting.

## RECIPIENT CRITERION

- Person or persons, organization/service provider, or campaign.
- Supports and/or advocates for young children and families in Riverside County.
- Has created dynamic change or longevity within Riverside County.
- Achievements are in alignment with First 5 Riverside County strategic goals ([click here to read the F5RC Strategic Plan](#)):
  1. Quality Early Learning
  2. Comprehensive Health and Development
  3. Resilient Families
- Riverside County resident (has lived and/or worked in the county for a minimum of two years).
- Positive role model.

## Nomination Form (to be completed by person making nomination):

- Nominee's name (and contact information).
  - Job title and/or volunteer capacity for which you feel the nominee should be honored.
  - I nominate this person as a Champion for Children because...
    - Describe the nominee's commitment to children and families in Riverside County. Please share specific examples of how this involvement has changed the life of a child, children, or families. Specify the nominee's efforts toward Quality Early Learning, Comprehensive Health and Development and/or Resilient Families (pages 19-40 of Strategic Plan, as linked in Criterion section).
- Name and contact information of person submitting nomination.
  - How long have you known the nominee?
  - Please indicate if you would be willing to participate in a video or phone interview on behalf of your nominee.

## Additional questions about nominee:

1. Number of years impacting children's lives.
2. List organizations and years of involvement.
3. List key awards/accomplishments.
4. What key contributions has the nominee made to the community of children and families in Riverside County? Please be specific and include projects, events, donations, volunteer work, leadership, advocacy, and any other services made.
5. What are the results or influences of your nominee's work? Please include quantitative information (e.g. how many volunteer hours, how many organizations your nominee has volunteered with, how many individuals benefited from your nominee's efforts, etc.); and qualitative results (e.g. press releases, news stories, awards, and/or other recognition). **Please limit your response to 250 words.** Supporting documentation/evidence may be attached.
6. Please list the names and email addresses of three individuals we can contact to complete a reference questionnaire (see questions below).
7. Please submit form by **February 19, 2025** to Sean Pravica, First 5 Riverside County Senior Public Information Specialist, [First5@rivco.org](mailto:First5@rivco.org).

## Questions for additional references:

1. Name and affiliation.
2. How long have you known this person and in what capacity?
3. Briefly describe the projects or events that you have worked on with this applicant with regard to children and families.
4. Briefly describe how this person has positively impacted the lives of children and families in Riverside County (limit to 125 words).
5. You may contact me for more information (yes or no).
6. Please submit form by **February 19, 2025** to First 5 Riverside Advisory Committee Chair via First 5 Commission Coordinator.

**MAIL OR EMAIL COMPLETED FORM TO FIRST 5 RIVERSIDE COUNTY**

**585 Technology Court  
Riverside, CA 92507**

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**First5@rivco.org**

G. **Future Agenda Items:**

G.1. First 5 Riverside County Updates

- H. **Adjournment:** Adjournment to the next Regular Meeting of the Riverside County Children and Families Commission to be held on May 14, 2025 beginning at 11:00 a.m. at: First 5 Riverside County Children and Families Commission Office 585 Technology Court - Conference Room A Riverside, CA 92507

**Conflict of Interest:** Any person, or group of persons present at this meeting, who wish (es) to speak on a matter may be required to state for the record any contributions, in excess of \$250.00 made in the past (12) twelve months, made to any Commission member, the Commission member receiving the contribution, and the matter of consideration with which they are involved.

**Agenda Posting:** Agendas will be posted at the Clerk of the Board of Riverside County and the Commission Business Office.

All public record documents for matters on the open session of the Agenda are available for inspection at the meeting listed in this Agenda, and at the following location beginning three (3) days prior to the meeting date:

**Riverside County Children and Families Commission  
585 Technology Court  
Riverside, CA 92507**

If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.