



AGENDA ITEM: 9
DATE OF MEETING: October 17, 2012
ACTION: X
INFORMATION: _____

CONSENT CALENDAR

A. SUMMARY OF REQUEST:

Approve the following consent agenda items:

1. July 18, 2012, Commission Meeting Minutes
2. September 6, 2012, Special Commission Meeting Minutes
3. Commission Meeting Dates and Locations for 2013
4. Agreement Ratifications
5. Agreement Approvals

B. ATTACHMENTS:

- Attachment 9a: Draft of July 18, 2012, Commission Meeting Minutes
- Attachment 9b: Draft of September 6, 2012, Special Commission Meeting Minutes
- Attachment 9c: Commission Meeting Dates and Locations for 2013
- Attachment 9d: Agreement Ratifications
- Attachment 9e: Agreement Approvals

**FIRST 5 CALIFORNIA
CHILDREN AND FAMILIES COMMISSION**

July 18, 2012

**Holiday Inn Capitol Plaza
300 J Street
John Q Ballroom, 16th Floor
Sacramento, CA 95814**

MINUTES

Agenda Item 1 – Call to Order and Chair’s Welcome

Chair Jennifer Kent called the meeting to order.

Commissioners Present: Jennifer Kent, Chair
Magdalena Carrasco
Kathryn Icenhower, Ph.D.
Joyce Iseri
Casey McKeever

Commissioners Absent: Patrick Duterte, Vice Chair
Conway Collis

Ex Officio Member Present: Jim Suennen

Jennifer Kent, Commission Chair, welcomed members of the State Commission in attendance and announced that Vice Chair Duterte was unable to attend the Commission meeting.

DISCUSSION: None.

PUBLIC COMMENT: None.

Agenda Item 2 – Executive Director’s Report

Kris Perry, Executive Director, welcomed State Commissioners and provided an update on the following issues:

Staff Update

Ms. Perry was sad to report that two of First 5 California’s key staff members, Marsha Jones, Chief Deputy Director, and Terry Miller, Chief of Contracts and Procurement have both retired and will be greatly missed. We appreciate the many, many, many hours of valuable service they provided to the State Commission.

Ms. Perry announced three recent hires:

- Renee Webster-Hawkins joined First 5 California as Chief Counsel in May, replacing Kim Gauthier, who returned to the Secretary of State's office. Renee is a public interest attorney with broad experience in advising state agencies on legal and policy matters. She has been in-house counsel to the California Energy Commission, the Department of Community Services and Development, and the Department of Fish and Game.
- David Dodds joined First 5 California as Deputy Director of Results and Evaluation. David has more than 12 years of experience as a researcher in state government. Most recently, he served as the lead research scientist on evaluation teams for the Black Infant Health Program and Adolescent Family Life Program at the California Department of Public Health, Maternal, Child and Adolescent Health Program.
- Also new to First 5 California is Kellie Westley, Chief of Contracts and Procurement, replacing Terry Miller. Kellie has a broad background in state and private-sector administrative functions, and has specialized in state contracting and procurement. She has served the Department of Water Resources, as well as the Department of General Services. In addition, she worked with school districts for eight years.

State Budget Update

After almost two weeks of negotiations with state legislators, the Governor signed the State Budget on June 27. In addition to reductions the Legislature approved on June 15, the final budget includes more cuts and some line-item vetoes affecting young children and their families.

- These cuts include an \$80 million cut to child care, removing 10,500 slots, and an almost \$30 million cut to state preschool.
- The children's health insurance program known as Healthy Families is being shifted into Medi-Cal, which impacts an estimated 871,000 children.
- And unfortunately for us, the enacted budget retains the May Revise request to redirect \$80 million from the California Children and Families Trust Fund – which First 5 California administers – to cover General Fund reductions.
- This requested transfer includes \$40 million to offset Medi-Cal Services for children age 0 to 5, and another \$40 million to support Early Start programs under the Department of Developmental Services.
- The budget also imposes a 4.62 percent pay cut for all state workers, which will result in one furlough day per month, until June 30, 2013.

It will be difficult dealing with the \$80 million request. At this point, First 5 California is not certain how this kind of transfer would impact future First 5 programs and services. However, First 5 California is committed to mitigating the impact to young children and their families as much as possible. The resulting reductions of funds will definitely be felt in the early childhood community statewide.

CHILD SIGNATURE PROGRAM

First 5 California staff have invested many months in developing the Child Signature Program, and are extremely proud of the result. The final Child Signature Program (CSP) required a significant amount of collaboration and engagement across the agency, as well as with external partners. As a result, First 5 California has fashioned a CSP that will go far in improving the school readiness and well-being of thousands of young children across California.

First 5 California has received a tremendous amount of positive feedback and support for the CSP from First 5 county commissions.

Ms. Perry reminded State Commissioners that the Commission approved the development of the CSP in October 2011. It has provided all 58 counties the opportunity to participate, and does the following:

- Builds on past and current First 5 California program investments, including the Power of Preschool or PoP, to ensure continuity of local preschool programs for the children and families currently being served.
- Draws from the national Educare early education model and focuses on implementation of several of Educare's core features.
- Increases the rigor of program requirements to ensure a movement toward higher levels of quality.
- Has a multi-leveled approach, coupled with targeted training and technical assistance, designed to meet county center programs "where they are."

The Commission's approval included the directive to produce and distribute a total of three Requests for Applications (RFAs) to counties in order to implement the full CSP.

First 5 county commissions recently completed the application process for the first two of those RFAs.

RFA #1

In February, RFA#1 was released to the eight counties that had been participating in PoP. This RFA focuses on quality enhancements for PoP programs in those counties.

Ms. Perry was pleased to report that six of these eight counties have been approved and two counties are pending approval to participate in the CSP for the next three years.

RFA #2

The second RFA was released at the end of March to all 58 county commissions. It focuses on targeted training and technical assistance to enhance classroom-level quality.

A total of 29 lead county agencies, representing a total of 34 counties, applied for RFA #2. Four of the Lead Agencies formed a consortium consisting of multiple counties, and two counties are funding additional classrooms for participation beyond those funded by First 5 California.

Next steps with RFAs #1 and #2

The initial implementation year will be spent conducting the Readiness Assessment with participating classrooms.

After that, staff from those classrooms will receive training specific to their identified needs – all with the goal of enhancing quality early childhood education services to the children they serve.

RFA #3

The third RFA will be released early next year. It will be designed to provide the quality of PoP in non-PoP counties for those classrooms from RFA #2 that meet specific quality criteria, which will mirror those already identified in RFA #1.

TEACHER SIGNATURE PROGRAM

Ms. Perry provided an update on First 5 California's Teacher Signature Program, also called Comprehensive Approaches to Raising Educational Standards (CARES) Plus. This program supports the development of the early learning work force.

Year 1

The first implementation year of CARES Plus Year 1 ended on June 30, 2012.

- The number of children served is nearly 7,300. It breaks down as follows:
 - 15 percent infants
 - 22 percent toddlers
 - 50 percent pre-K
 - 12 percent school age

- The total number of CARES Plus Participants is just under 4,500.

Year 2

Right now, Year 2 of CARES Plus is now officially underway, and plans for the random sample selection process for My Teaching Partner (MTP) and CLASS observations are in progress.

Program Enhancements

As Lead Agencies recruit CARES Plus applicants for Year 2, improvements are being made to the on-line professional development courses, in collaboration with Teachstone, the First 5 Association and other stakeholders.

My Teaching Partner (MTP)

In Year 1, 12 counties participated in My Teaching Partner or MTP. Due to positive responses, we anticipate that twenty (20) counties will be participating in Year 2.

Also, Year 2 launches the introduction of the toddler-level tools for the first time, which are available in both English and Spanish. They include:

- Intro to the CLASS – Toddler;
- Looking at CLASSrooms – Toddler; and
- My Teaching Partner – Toddler.

Systems Change

One of the goals of CARES Plus is to integrate subject matter covering effective teacher-child interactions into early childhood education or ECE degree programs. Teachstone and First 5 California are working collaboratively to train and inform ECE professors statewide about the CLASS tools, along with how best to integrate them into the ECE curriculum.

Ms. Perry thanked Diane Levin, Deputy Director of the Program Management Division, and her team, for continuing their great work on both the Child and Teacher Signature Programs.

Parent Signature Program

With a variety of outreach and messaging, First 5 California's Parent Signature Program strives to reach an estimated 1.5 million parents with children ages 0-5 in California.

Parent website

First 5 California's enhanced parent website, which went live in April, is part of that outreach. To date, the site has had 575,000 visitors. There were one million page views and each visit lasted an average of one minute and ten seconds.

Research shows that more and more families are accessing information via cell phones and smart phones. The First 5 California parent site features tips, information and resources for parents and caregivers of young children, which is easily seen on these digital devices.

To date, First 5 California has had a total of nearly 102,000 mobile visitors to the Parent site, which is found at www.first5california.com/parents.

Kit for New Parents

First 5 California reaches out with the *Kit for New Parents*, which is full of advice, information and tips for parents and caregivers.

The *Kit* is designed to reach California's underserved communities. This year, the *Kit* has been delivered to about 300,000 new parents or caregivers.

Over the last 13 years, three million *Kits* have been distributed free of charge through local hospitals, physicians and community groups.

Hands on Health Express

Another way in which we touch families is through First 5 California's bilingual children's exhibit. The Hands on Health Express travels across California visiting low-income, hard-to-reach communities.

The Express provides information, resources and interactive activities geared toward educating parents and caregivers about the easy and inexpensive ways families can lead healthy lifestyles.

The tour kicked off on March 2 and runs through the end of October. In the last four months, the Express has:

- Visited 60 events in 32 counties.
- Engaged in one-on-one interactions with nearly 20,000 children and families.
- Distributed nearly 18,000 educational resources.
- Been seen by nearly 212,000 people onsite at events.

First 5 California is on track to reach approximately 100 events in all 58 counties through the end of November.

After each Express visit, on-site staff, called "edutainers", have reported positive feedback that shows the strong impact First 5 California programs, messages, and resources have on California's children.

Public Education and Outreach Campaign

Another key part of First 5 California's Parent Signature Program is its statewide Public Education and Outreach Campaign, which began in April. The campaign will touch all of California's 58 counties, specifically targeting families hit hard by these difficult economic times. This campaign continues to focus on the importance of healthy eating, physical activity and early language/literacy development.

Some results from the 2012 campaign so far:

- Our Facebook ads targeting parents in California have been effective in driving “Likes” to our Facebook page. We now have about 32,000 “Likes,” a growth of about 40 percent from April to June.
- Our digital media efforts drove almost 20,000 clicks to download the Potter the Otter eBook during the second quarter.
- Our videos have played about 18 million times to parents in California over the last three months, driving nearly 275,000 clicks into the First 5 California website.

Annual Report Awards

Ms. Perry announced that First 5 California’s 2010-11 Annual Report won two awards in May. First 5 California received the Gold Award from the State Information Officers of California, and a Crystal Merit Award from the Sacramento Chapter of the International Association of Business Communicators.

Ms. Perry congratulated the team who put the report together and also the counties and others who provided information and resources for its content.

Partnership Updates

Ms. Perry met with the First 5 Association Board President Harry Freedman and Executive Director Moira Kenney. They agreed to work together on three goals:

1. Reaching out to the California Department of Education and Packard Foundation to offer our joint assistance on Race to the Top and other early learning efforts.
2. Crafting two to three joint messages from all 58 county commissions that emphasize areas of agreement.
3. Continuing the good communication between our offices to resolve issues faster and with greater input.

Diane Levin, Deputy Director of the Program Management Division, travelled with a California delegation to Indianapolis for the National Association for the Education of Young Children conference.

Ms. Perry attended the Clinton Global Initiative and was a member of the Early Learning workgroup. Members of the White House staff, national foundations, and business leaders were present.

Ms. Perry led the spring Water Cooler meeting in Sacramento and was on an expert panel for the James Irvine Foundation annual convening of Leadership winners.

Ms. Perry spoke at the National Early Childhood Funders Conference with Zero to Three, Advancement Project, and LA-UP regarding the importance of early learning.

Ms. Perry also attends monthly Educare California meetings in Silicon Valley and appears on KCRA morning news for the First 5’s Top 5 segment.

DISCUSSION: None.

PUBLIC COMMENT: None.

Agenda Item 3 – Advisory Committee Reports

Kris Perry, Executive Director, provided an update on the Legislative, Program, and Results and Evaluation Advisory Committees.

On May 15, the Governor released the May Revision to his proposed Budget. Contained in his proposal were two requests of First 5 California.

1. \$40 million transfer for the Department of Developmental Services, and
2. \$40 million transfer for the Medi-Cal Program

Immediately following the release of the May Revision, First 5 California's Executive Staff scheduled three advisory meetings with the Legislative, Results and Evaluation, and Program Committees. The purpose of each meeting was to educate committee members about the \$80 million request and its potential impact to First 5 California's budget. Each advisory committee provided direction to executive staff for responding to the proposed amount. The response was written by Ms. Perry to members of the Legislature, Department of Finance, Legislative Analyst's Office, First 5 county commissions, and First 5 California Commissioners. The Legislative Committee reviewed the letter before it was sent.

Commissioners were provided with an expenditure summary on the State Budget projection of \$80 million from Proposition 10 funds. Each of the advisory committees requested this information in order to better understand the potential fiscal impact of the request if they were to approve it. Ms. Perry said that even if \$80 million was evenly distributed across First 5 California's five accounts, deficits result in this current fiscal year.

DISCUSSION: Commissioner McKeever enquired if there was a response from any of the parties to whom the letter was sent. Ms. Perry said that First 5 California had not received any responses from the letter.

Commissioner Iseri wanted to confirm that although the \$80 million was included in the Governor's Budget, the item would require an action by the State Commission. Ms. Perry said that was correct.

PUBLIC COMMENT: None.

Agenda Item 4 – First 5 Association of California Report

Moira Kenney, Executive Director of the First 5 Association, provided an update on Association activities as follows:

- First 5 Los Angeles announced the approval of a new spending plan that will provide nearly \$400 million in health, dental, vision, and other services. The plan includes nearly \$70 million in new long term investments, including \$40 million for new dental services and \$25 million to provide Permanent Supportive Housing for women with young children. In addition, First 5 Los Angeles is funding a \$22 million expansion of the Healthy Kids program.
- The Association has been awarded its largest AmeriCorps grant ever – nearly \$1.5 million – that will support a record 90 AmeriCorps members in 11 counties. These volunteers provide individualized school readiness activities for children ages 2 to 5 across California using an evidence-based standardized curriculum and assessment tool. Congressman John Garamendi, in announcing the award, noted the importance of the First 5 county commissions in being part of the national service movement.
- County commissions are playing a significant role in The Campaign for Grade-Level Reading – a collaborative effort by funders, nonprofit partners, states and communities across the nation to ensure that more low-income children succeed in school. Of the 17 All-American City finalists recognized at the Grade-Level Reading summit in Denver earlier this month, two California communities were included and First 5 county commissions were recognized as leaders in each of them. Over the next few months, counties will be meeting to talk about how they might inspire other counties to get focused on reading in such a community-building way.
- County commissions are also playing a key role in the Race to the Top statewide, working to bring consistency to the individual quality improvement systems. Currently, county commissions are deeply engaged in decision-making around the common elements of these systems, acknowledging the challenges that come from working with such a diverse group of counties with varying levels of local resources to support roll-out.
- The Staff Summit this week will focus on the steps we need to take to ensure the Association actively engages in partnerships that further the healthy development of young children. Executive Directors in particular will be focusing on strengthening the First 5 movement, supporting other efforts across the state with similar aims, and preparing for the challenges ahead.

DISCUSSION: Commissioner Carrasco asked a question about the AmeriCorps program and the funding match. Chair Kent asked for additional details about the First 5 Los Angeles funding.

PUBLIC COMMENT: None.

Agenda Item 5 – Financial Update

Sandy Beck, Chief of Administrative Services, provided the State Commission with an update on revenue projections and First 5 California's Financial Plan.

Revenue Projections

Since the last Commission meeting, First 5 California received the Department of Finance's (DOF) May Revise cigarette and tobacco products tax revenue projections. First 5 California bases its revenue planning on DOF's May Revise projections, which historically have been closer to the actual revenue received. This year, DOF's projections are reflecting a slight increase over last year's revenue projections.

First 5 California's actual Fiscal Year (FY) 2011-12 revenues, received to date, are tracking very close to revenue received last year during the same period. If this trend continues over the next four months, First 5 California may not experience the 3 to 4 percent decline this fiscal year. However, cigarette and tobacco tax rates are unpredictable from month to month. First 5 California will continue to monitor the tax revenues closely.

First 5 California contacted the Board of Equalization (BOE) to discuss the cause of the reduced decline of the cigarette and tobacco products tax. BOE reported that internet enforcement of the 2009 Federal Children's Health Insurance Program was the cause of the reduced decline. However, future years will realize the decline of the 3 to 4 percent decline each year.

Financial Plan

First 5 California's Financial Plan provides information on carryover, expenditures, revenue, and year-end balances, by account, for the prior year, the current year, and two budget years.

The Financial Plan begins with the actual (or audited) FY 2010-11 year-end cash balance available for carryover to FY 2011-12. The remaining financial information in this plan is based on projected revenues and expenditures.

The organization of the Financial Plan allows First 5 California to manage and analyze cash flow.

The beginning balances for each account represent either the actual or projected cash balances at the beginning of each fiscal year.

The subtotal in each account subtracts the projected fiscal year expenditures from the beginning cash balance. A negative number in the subtotal line item does not represent a deficit, but the amount of current year revenue needed to meet the current year obligations.

The projected year-end balance, when reconciled at year-end, becomes the actual beginning cash balance for the following year.

DISCUSSION: None.

PUBLIC COMMENT: None.

Agenda Item 6 – Annual Report Guidelines

Sandy Beck, Chief of Administrative Services, requested State Commission approval on the final draft of the FY 20-12 Annual Report Guidelines.

The guidelines reflect minor changes, which primarily involve removing sections on the School Readiness program, which ends June 30, 2012, and is replaced with the Child Signature Program.

MOTION/ACTION: Commissioner McKeever moved that the Commission approve the final Annual Report Guidelines for Fiscal Year 2012-13. The motion was seconded by Commissioner Icenhower.

DISCUSSION: Commissioner McKeever and Chair Kent asked for clarification on the process by which First 5 county commissions reviewed these changes in advance. Ms. Beck ensured Commissioners that county commissions had reviewed the changes and information is also posted online.

PUBLIC COMMENT: None.

VOTE: The motion was approved by a unanimous vote of the members present.

Agenda Item 7 – Policy for Service Mark

Renee Webster-Hawkins, Chief Counsel, requested the State Commission to approve a proposed policy for the management and protection of First 5 California's service mark.

A service mark is a name, word, symbol, which in the minds of consumers becomes connected with the quality of specific services. Federal and state law defines the rights and responsibilities of owners of intellectual property, including service marks. There are no statewide regulations or policies, which guide the efforts of state agencies in California to protect our intellectual property.

In its earliest years, First 5 California designed and put into use its very distinctive and recognizable logo that included the silhouette of a child's hand and the words First 5 California. The logo was successfully registered as a service mark in 2006 with the United States Patent and Trademark Office. That registration remains valid due to our continued use of the logo and our legal compliance with required periodic filings with the federal office.

First 5 California also maintains and adheres to a style guide to ensure that we are using the logo consistently.

As more organizations are dedicating themselves to the critical work of investing in early childhood development, a few organizations have adopted logos or brands that seem quite similar to First 5 California. Not only can this be potentially confusing in the community of public service providers, we now know that as a legal matter if we do not

take affirmative steps to intervene in these potentially confusing uses, we could lose our property interest in our logo.

This policy lays out a framework for First 5 California to examine whether another confusing mark or logo is potentially infringing, and also includes a decision-making guide to determine whether the situation is amenable to a written license agreement to use the service mark or a cease and desist letter should be issued.

Federal and state law does impose an affirmative duty on a logo or service mark owner to intervene in a potentially infringing use.

This policy would acknowledge the Executive Director's authority to implement this policy upon advice of council with the proviso that should we find ourselves in a situation where a cease and desist letter was ignored, First 5 California staff would consult with the State Commission prior to taking any for further legal action.

The policy also acknowledges needs to work with the counties to confirm their use of the logo and provides for a simple no fee agreement that we would enter in to affirm each counties use in California to use the logo as adapted for their county commission. The law is clear that we as the registered owner of the mark risk legally abandoning our exclusive property interest in the mark if we do not have written agreements with organizations that are permitted to use the mark. The written agreement would protect the interest of the state and county commissions in our distinctive logo.

MOTION/ACTION: Commissioner Iseri moved that the Commission ratify the Policy on Service Marks as proposed by First 5 California staff. The motion was seconded by Commissioner McKeever.

DISCUSSION: Commissioner McKeever asked for clarification on the cease and desist portion within the policy. Ms. Webster-Hawkins provided detailed information on the steps and process that would be taken if it was determined a cease and desist letter should be issued.

PUBLIC COMMENT: Moira Kenney, Executive Director of the First 5 Association, stated she would be looking for a letter explaining the new policy as she is sure to expect inquiries from county commissions.

VOTE: The motion was approved by a unanimous vote of the members present.

Agenda Item 8 – Strategic Plan Extension and Modification

Kris Perry, Executive Director, requested State Commission approval to extend the deadlines for four objectives in the First 5 California 2008 Strategic Plan, to enable the data collection and evaluation of the Child, Parent and Teacher Signature programs.

In 2008, the First 5 California Strategic Plan was developed as a roadmap for future investments in services and programs for children ages 0 to 5. As originally adopted, the

objectives in the Strategic Plan were mapped out over a timeline ending in September 2012. Each year, Ms. Perry provided the State Commission documentation of First 5 California's progress under the adopted Strategic Plan.

The original Strategic Plan had five goals, containing forty-eight total objectives. Forty-four of the forty-eight objectives were completed.

The original Strategic Plan facilitated the streamlining of First 5 California from twelve matching fund programs to the three signature programs. As a result of this streamlining, spending has been reduced by 100 percent since 2005.

Since the adoption of the original Strategic Plan, First 5 California has designed and implemented the Child, Parent and Teacher Programs. The Signature Programs were designed to create programs with the highest impact to help California children and were a reaction to changed circumstances, namely the statewide recession and state and local fiscal constraints.

Therefore, in light of the recent development of the Signature Programs, First 5 California has not yet completed its data collection system and evaluation methodologies for them.

Ms. Perry proposed to extend the end date on two IT objectives.

Objective 4.1.1 – (Extend Deadline from January 2009 to December 2014)

Secure an information technology vendor to build a comprehensive data system to integrate First 5 California data.

Objective 5.4.1 – (Extend Deadline from September 2008 to December 2014)

Develop a plan to address the technology needs of First 5 California.

First 5 California is well on its way toward accomplishing these objectives for the three signature programs. David Dodds, First 5 California's new Deputy Director of Results and Evaluation, is working closely with our Chief Information Officer, program staff, and key consultants to establish evidence-based methodologies for evaluating our programs. Under Mr. Dodds leadership and research expertise, we are identifying the data sets and business processes necessary to measure the outcomes of First 5 California's programs.

First 5 California looks forward to sharing with you at future meetings the progress it is making towards gathering and interpreting the data needed to support the quantitative and qualitative assessment of these critical interventions in child development. In addition, two remaining incomplete objectives reflect the robust research goals of the original stakeholder-driven Strategic Plan. Given the changed circumstances, First 5 California staff seeks extensions of these objectives to enable further discussion with and direction from the State Commission regarding their pursuit and potential of them.

Objective 1.5.1 – (Extend Deadline from September 2011 to December 2014)

Issue a report on the relationship between First 5-funded programs and family self-sufficiency including, if appropriate, program and policy implications.

Objective 4.2.3 – (Extend Deadline from January 2011 to December 2014)

Initiate a Longitudinal study of First 5 California-funded programs to evaluate the impact of those programs on the well-being of children.

Extending the deadlines of these four objectives to enable their full accomplishment and/or resolution will ensure the Strategic Plan remains a living document and fulfills the requirements of the Health and Safety Code and Bylaws.

MOTION/ACTION: Commissioner Icenhower moved that the Commission approve the July 2012 Update to the First 5 California Strategic Plan as modified. The motion was seconded by Commissioner McKeever.

DISCUSSION: Commissioner Icenhower asked if the request on Objective 4.1.1 was to extend the date to secure a vendor or to build the system. Ms. Perry said both in that it was to secure a vendor to help First 5 California build the system.

Commissioner McKeever indicated he liked the idea of longitudinal studies of programs and services that the State Commission funds.

Ms. Perry indicated that a longitudinal study can be quite costly. She recommended that First 5 California assess the feasibility of completing a longitudinal study and then move the end date up to 2013. She suggested letting First 5 California bring back to the State Commission more specific information on projected costs and potential subject areas. Commissioners McKeever and Iseri both indicated the importance of a longitudinal study and that there should be progress on exploring feasibility sooner than 2014.

Commissioner Carrasco asked if Objective 1.5.1 on family self-sufficiency was related to Objective 4.2.3. Ms. Perry said they were two separate objectives with no work completed to date based on how costly and/or time-consuming they potentially could be. With the bulk of First 5 California's efforts going in to the development of signature programs, we did not want to start studies until the programs were in place, and then study them.

Commissioner Icenhower wanted to know if the two objectives could be combined or at least explored in relation to each other. Ms. Perry indicated that First 5 California could update the wording in both objectives to allow for additional research and what those options might be, including more cost effective options and a possible combined study.

Chair Kent suggested that First 5 California staff bring options to the State Commission at its January 2013 Commission meeting.

PUBLIC COMMENT: None.

VOTE: The motion was approved by a unanimous vote of the members present.

Agenda Item 9 – Consent Calendar

The Commission considered approval of the consent agenda items:

- April 18, 2012, Commission Meeting Minutes
- Agreement Ratifications: [July 18, 2012 Agreement Ratifications](#)
- Agreement Approvals: [July 18, 2012 Agreement Approvals](#)

MOTION/ACTION: Commissioner McKeever moved that the Commission approve the consent calendar. The motion was seconded by Commissioner Carrasco.

DISCUSSION: Chair Kent inquired about the University Enterprises contract that procures student services to perform mission critical work. Ms. Beck said that First 5 California has an agreement with University Enterprises to obtain Student Assistants to help work on special projects.

Ms. Webster-Hawkins stated that as part of the budget and the agreements the Administration made with the various unions that represent state employees, included an agreement to stop utilizing student assistants during FY 2012-13. As a result, the new California Human Resources Department recently issued a directive to agencies on how to implement that agreement. She said that First 5 California employs one student assistant. However, per the directive from the Administration, that position will end by September 1.

PUBLIC COMMENT: None.

VOTE: The motion was approved by a unanimous vote of the members present.

ADDITIONAL COMMENT: Commissioner Icenhower said that she also sits on the California State Child Welfare Council. She announced she now officially represents First 5 California on the Child Welfare Council.

Agenda Item 10 – Adjournment

Chair Kent moved for adjournment of the State Commission meeting. The motion was seconded by Commissioner Iseri and was approved by a unanimous vote of the members present.

The next scheduled Commission Meeting is October 17, 2012, at the Los Angeles Marriott Burbank Hotel.

**FIRST 5 CALIFORNIA
CHILDREN AND FAMILIES COMMISSION**

September 6, 2012

**Special Commission Meeting
Convening at Multiple Locations**

**First 5 Santa Clara County
4000 Moorpark Avenue
San Jose, CA 95117**

**Daughters of Charity Health System
595 East Colorado Boulevard
Suite 205
Pasadena, CA 91101**

**First 5 California
2389 Gateway Oaks Dr.
Suite 260
Sacramento, CA 95833**

MINUTES

Agenda Item 1 – Call to Order and Chair’s Welcome

Chair Jennifer Kent called the Special Commission meeting to order.

Commissioners Present: Jennifer Kent, Chair – Sacramento
Patrick Duterte, Vice Chair – Sacramento
Magdalena Carrasco – San Jose
Joyce Iseri – San Jose

Commissioners Absent: Conway Collis
Kathryn Icenhower, Ph.D.
Casey McKeever

Jennifer Kent, Commission Chair, welcomed members of the State Commission in attendance. The Special Commission Meeting was conducted via teleconference with locations in Pasadena, Sacramento and San Jose.

Chair Kent thanked Ashante Norton and Kara Read Spangler with the Attorney General’s office who were present to ensure compliance with the Bagley-Keene Open Meeting Act and other rules associated with employment and appointments for the Special Commission Meeting and during closed session.

Chair Kent announced the resignation of Executive Director Kris Perry. Chair Kent indicated that Ms. Perry was selected as the Executive Director of the First Five Years Fund in Washington DC. She complimented Ms. Perry on her work and leadership in California over the last 12 years on behalf of First 5 California.

Chair Kent said in order to ensure seamless leadership and continuity of its obligations as a State Commissions, First 5 California moved quickly to convene this Special Meeting for the purpose of appointing an Interim Executive Director. She announced that the State

Commission would take care of a legal requirement in the Bagley-Keene Open Meeting Act to document the need for a Special Commission Meeting on short notice. Then Commissioners will close the meeting to the public and go into closed session to discuss the appointment of an Interim Executive Director and reopen the meeting after to report the results of that discussion.

DISCUSSION: None.

PUBLIC COMMENT: None.

Agenda Item 2 – Determination in Support of Special Commission Meeting

Reneé Webster-Hawkins, Chief Counsel, provided background information for the need to call a Special Commission Meeting.

First 5 California conducts its business on compliance with and pursuant to the Bagley Keene Open Meeting Act. First 5 California called a Special Commission Meeting to only consider limited matters as set forth in the agenda. Also, pursuant to the Bagley Keene Open Meeting Act, First 5 California is required to make a factual finding that immediate action is required to protect the public interest and, therefore, the State Commission was unable to comply with the usual 10-day meeting notice.

Ms. Webster-Hawkins explained that the State Commission would be substantially harmed if it did not act to appoint an Interim Executive Director promptly. First 5 California's daily operations include approvals of contracts previously authorized by the State Commission, payment of invoices to contractors in compliance with the Prompt Payment Act, disbursements of tax revenues to counties, and other decisions and approvals under the Executive Director's delegated authority. First 5 California's management team has been diligently recruiting to fill key positions, and is poised to make offers to highly qualified candidates, including the Chief Deputy Director and other key positions necessary for the evaluation of First 5 California's signature programs. Ms. Webster-Hawkins indicated that even a few days or week delay in conferring the Executive Director's authority on a responsible administrator would significantly harm the State Commission's effort in its most mission-critical efforts.

MOTION/ACTION: Vice Chair Duterte moved for a unanimous vote of the Commission finding that the delay necessitated by providing notice 10 days prior to a meeting for the purpose of appointing an Interim Executive Director would cause a substantial hardship on First 5 California. The motion was seconded by Commissioner Iseri.

DISCUSSION: None.

PUBLIC COMMENT: None.

ROLL CALL VOTE: The motion was approved by a unanimous vote of the members present.

Agenda Item 3 – Closed Session (Gov. Code, §§ 11125.4(a)(9) & 11126(a)(1).)

Commissioners convened in closed session to appoint an Interim Executive Director for First 5 California.

To ensure the State Commission had access to independent counsel without a personal interest in the discussion, Ashante Norton and Kara Read Spangler were available to assist with general government law advice and employment and appointment issues.

Agenda Item 4 – Report on Appointment for the Interim Executive Director for First 5 California

Chair Kent announced that the State Commission unanimously voted Reneé Webster-Hawkins to serve as Interim Executive Director until an Executive Director is appointed. She affirmed that the appointment will be for the duration until a Permanent Executive Director is hired. The Interim Executive Director shall have all the authority delegated to that of the Executive Director by statute and the Commission's bylaws.

Chair Kent reported that the State Commission agreed upon and requested a salary increase for Ms. Webster-Hawkins while she serves in that capacity as Interim Executive Director.

Ms. Read Spangler requested a motion for the salary increase.

MOTION/ACTION: Chair Kent moved that the Commission approve a raise to be greater than either 5% more than the current salary of Reneé Webster-Hawkins as Chief Counsel or the lower salary range of an Executive Director, whichever is greater. The motion was seconded by Commissioner Carrasco.

DISCUSSION: None.

PUBLIC COMMENT: Moira Kenney, Executive Director of the First 5 Association, thanked the State Commission for moving quickly on the appointment of an Interim Executive Director and looks forward to working with Ms. Webster-Hawkins.

Ms. Webster-Hawkins thanked the Commissioners for the opportunity to lead the organization until a permanent Executive Director was appointed.

ROLL CALL VOTE: The motion was approved by a unanimous vote of the members present.

Agenda Item 5 – Adjournment

MOTION/ACTION: Vice Chair Duterte moved that the State Commission adjourn the Special Commission Meeting. The motion was seconded by Chair Kent.

DISCUSSION: None.

PUBLIC COMMENT: None.

ROLL CALL VOTE: The motion was approved by a unanimous vote of the members present.

Chair Kent announced that the next State Commission Meeting is scheduled for October 17, 2012, at the Los Angeles Marriott Burbank Hotel.

COMMISSION MEETING DATES AND LOCATIONS FOR 2013

Meeting	Date	Day	Time	Location
Commission	January 24, 2013	Thursday	10 a.m. to 3 p.m.	Hilton Garden Inn Sacramento 2540 Venture Oaks Way Sacramento, CA 95833
Statewide Conference*	April 9, 2013	Tuesday	TBD	Sheraton Grand Sacramento 1230 J Street Sacramento, CA 95814
Commission	April 25, 2013	Thursday	10 a.m. to 3 p.m.	Hilton Garden Inn Sacramento 2540 Venture Oaks Way Sacramento, CA 95833
Commission	July 25, 2013	Thursday	10 a.m. to 3 p.m.	Hilton Garden Inn Sacramento 2540 Venture Oaks Way Sacramento, CA 95833
Commission	October 24, 2013	Thursday	10 a.m. to 3 p.m.	Los Angeles Marriott Burbank Airport 2500 North Hollywood Way Burbank, CA 91505

*Optional Commissioner Attendance

NOTE: All Sacramento Commission meeting locations have changed in 2013.

FIRST 5 CALIFORNIA COMMISSION MEETING
 AGREEMENT RATIFICATIONS

Contract No.	Vendor	Description	Amount	Account	Authorization/Authority
CFF 4849	Shutterbug Camera Shop	New purchase order for cameras for the My Teaching Partner program which is one component of the CARES Plus program. The equipment enables coaches to provide feedback to teachers from recorded classroom teaching sessions.	\$26,615.68	Child Care 0636	<u>04/21/2010 Item 11:</u> Authorization to enter into contracts in support of CARES Plus up to \$12 million per year for three consecutive years through June 30, 2013.
CFF 7289	Department of General Services	New annual contract for accounting, budget, payroll and reporting services	\$116,000.00	Administration 0638	<u>Bylaws Article XI Section II:</u> Delegation to enter contracts for \$150,000 or less, and to enter into contracts deemed necessary for conduct of business.
CFF 7293	Department of General Services, Human Resources	New annual contract for personnel services such as classification and pay, liaison with control agencies, transactions for changes in employee status, benefit transactions, payroll and exam services.	\$94,076.00	Administration 0638	<u>Bylaws Article XI Section II:</u> Delegation to enter contracts for \$150,000 or less, and to enter into contracts deemed necessary for conduct of business.
CFF 7299	CPS HR Consulting	Confidential Personnel Services to retain an executive recruiter to assist with the recruitment of an executive director.	\$20,000.00	Administration 0638	<u>Bylaws Article XI Section II:</u> Delegation to enter contracts for \$150,000 or less, and to enter into contracts deemed necessary for conduct of business.

CFF 7295	University Enterprises	Production of Annual Report for the Legislature	\$150,000.00	Research & Development 0637	<u>Bylaws Article XI Section II:</u> Delegation to enter contracts for \$150,000 or less, and to enter into contracts deemed necessary for conduct of business. Report required by HSC 130150 (a) and (b).
CFF 7294	The Help Group	Annual co-sponsorship of the 2012 Summit on Autism, Learning Disabilities and ADHD with The Help Group. The Help Group 2012 Summit will be held on October 26-27, 2012, at the Skirball Cultural Center in Los Angeles.	\$10,000.00	Education 0634	<u>Bylaws Article XI Section II:</u> Delegation to enter contracts for \$150,000 or less. Supports HSC 130100 for the promotion, support and improvement of early development of children.



AGENDA ITEM: 9e
DATE OF MEETING: October 17, 2012
ACTION: X
INFORMATION: _____

AGREEMENT APPROVALS

SUMMARY OF REQUEST

Staff is providing this information supporting the request for the Commission's approval of three contract amendments, described on the October 17, 2012 consent calendar. A summary of each contract and its proposed amendment is provided below. Further, a copy of the face sheet of each existing contract has been attached for your review.

BACKGROUND

Item 9e1 - Sandhill Software Development:

Staff is requesting that the Commission approve a time-and-money amendment of existing contract CFF 4711 with Sandhill Software Development (see Attachment A), to:

- add \$60,000 for a total of \$210,000, and
- extend the term for six months until 6/30/2013,

to support a legacy information system known as the Proposition 10 Evaluation Data System (PEDS), and plan for potential wind down and transfer of system administration.

PEDS is a legacy system that is no longer used by the State Commission and most county commissions. However, Sandhill Software Development is retained to provide technical support to assist the ten small counties who continue to PEDS to track local program case loads. The counties it currently supports are First 5 Mendocino, Modoc, Plumas, San Luis Obispo, San Mateo, Shasta, Siskiyou, Tehama, Imperial and Stanislaus.

Staff proposes a short extension of the contract, so that staff can consult with the nine counties to determine the system's usefulness and importance to them, and to determine whether it is appropriate to wind down the system, or whether staff can assist the counties to transition to their own systems so that this effort is funded locally.

Item 9e2 - Business Advantage Consulting, Inc.:

Staff is requesting that the Commission approve a time-only amendment of existing contract CFF 4784 with Business Advantage Consulting, Inc.(see Attachment B), to:

- extend the term for twelve months until 12/31/2013

to engage business analysts to advise on the data collection systems necessary for the child and teacher signature programs. The maximum amount of the contract would remain at \$237,500.

The current contract still has a balance of \$155,050.00. It was originally intended for a much larger business consulting service than has been actually needed to date. However, the business and management consulting services will be useful to staff over the next year to establish firm administrative and data collection systems for full implementation of the Commission's signature programs. Therefore, there is a need to extend the contract for an additional year.

Item 9e3 - Shooting Star Solutions, LLC:

Staff is requesting that the Commission approve a time-only amendment of existing contract CFF 4783 with Shooting Star Solutions, LLC (see Attachment C), to

- extend the term for twelve months until 12/31/2013

to engage a consultant to provide independent verification and validation, and project oversight, for data collection and evaluation systems necessary for the child and teacher signature programs.

The current contract still has a balance of \$57,004.00. This contractor assists with project oversight for current information technology projects including the PROOF data collection system supporting CARES Plus. Shooting Star is actively assisting staff with analyzing and identifying the most efficient plan for long-term maintenance and operation of PROOF. Additionally, Shooting Star is assisting in identifying business needs and data system planning for the Child Signature Program. The time-only extension will provide staff with an independent expert consultant that is knowledgeable of our programs and data collection needs.

STAFF RECOMMENDATION

Staff recommends that the Commission approve the three contracts identified in Item 9e of the Consent Calendar.

FISCAL IMPACT

Approving the contracts will have a minimal fiscal impact. An additional \$60,000 would be spent to assist nine small county commissions while staff assesses the impact of transitioning the legacy PEDS and the remaining requests are for time extensions only.

ATTACHMENTS

Attachment A – Std 65 for CFF 4711
Attachment B – Std 65 for CFF 4784
Attachment C – Std 65 for CFF 4783

PURCHASING AUTHORITY PURCHASE ORDER

STD. 65 (REV. 7/2003)

CONTRACT REGISTRATION NUMBER	AGENCY ORDER NUMBER CFF 4711	AMENDMENT NO. 1
SUPPLIER: The numbers identified above MUST be shown on Invoice & Packing Slip.	DATE 05/14/2012	PAGE OF PAGE 1 1

S Attention: Paul Waters H First 5 California I 2389 Gateway Oaks Drive, Suite 260 P Sacramento, CA 95833	B Attention: Sandy Beck I First 5 California L 2389 Gateway Oaks Drive, Suite 260 L Sacramento, CA 95833	AGENCY BILLING CODE 010203 PURCHASING AUTHORITY NUMBER 9I-0712-CFC-HQ1 LEVERAGED PROCUREMENT AGREEMENT NO. CMAS 3-08-70-2524A
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TO SUPPLIER ADDRESS (Type or Print Legibly)	Sandhill Software Development 600 Sharon Park Drive, No. A 104 Menlo Park, CA 94025 Amended for time and FY actuals only.	INFORMATION TECHNOLOGY PROJECT IDENTIFICATION NUMBER
		AGENCY OR BUYER INFORMATION AGENCY TRACKING/REQUISITION NUMBER (Optional)
		AGENCY NAME: First 5 CA CONTACT NAME: Paul Waters
		CONTACT EMAIL ADDRESS: pwaters@ccfc.ca.gov
		CONTACT PHONE NUMBER: (916) 263-1030 CONTACT FAX NUMBER: (916) 263-1360

SUPPLIER CONTACT NAME Kim Wollmuth	SUPPLIER PHONE NUMBER (650) 391-5901	SUPPLIER FAX NUMBER (650) 362-9669	SUPPLIER E-MAIL ADDRESS sandhillsoftware@yahoo.com
PAYMENT TERMS Net 30	CERTIFICATION NUMBER 51529	<input checked="" type="checkbox"/> Certified Small Business <input checked="" type="checkbox"/> Certified Microbusiness	EXPIRATION DATE 04/30/2011

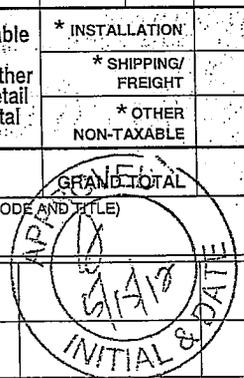
REQUIRED DELIVERY DATE	SHIPPING INSTRUCTIONS <input checked="" type="checkbox"/> F.O.B. Destination FRT. PPD/ADD <input type="checkbox"/> F.O.B. ORIGIN	CITY OF ORIGIN	STATE	ZIP CODE
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ITEM NUMBER	QUANTITY	UNIT	COMMODITY CODE OF PRODUCT CODE OR SERVICES ID NUMBER	RECYCLED PRODUCT	PRODUCT OR SERVICES DESCRIPTION	UNIT PRICE	EXTENSION TOTAL
1	1,875	Hrs			IT Professional Services	80.00	150,000.00
					New Term: January 1, 2011 through December 31, 2012		0.00
					Fiscal Year Breakdown: FY 10/11 = \$ 46,520		0.00
					FY 11/12 = \$ 90,680 FY 12/13 = \$ 12,800		0.00
					All other terms remain the same.		0.00
					Attachment A Scope of Work		0.00
					Attachment B, Budget & Payment Detail		0.00
					Attachment C Resume		0.00
					RFO incorporated by reference. This agreement		0.00
					may be amended for time and /or upon mutual consent.		0.00

A-1 <input type="checkbox"/> General Provisions are incorporated herein by reference to: <input type="checkbox"/> Form GSPD - 401Non-IT Commodities (revision date _____) OR <input type="checkbox"/> Form GSPD - 401IT (revision date _____) <input type="checkbox"/> ATTACHED OR <input checked="" type="checkbox"/> Published at website: www.dgs.ca.gov/bd	TAXABLE SUBTOTAL	0.00
TERMS AND CONDITIONS A-2 <input checked="" type="checkbox"/> This order is issued under a Department of General Services (DGS) Leveraged Procurement Agreement (LPA). Terms and Conditions set forth in that agreement (LPA number referenced in the block titled Leveraged Procurement Agreement No.) are incorporated herein by reference as if set forth in full text. B <input type="checkbox"/> Agency Special Provisions are attached and titled C <input type="checkbox"/> Any other attachments, such as specifications, Statement of Work, or Information Technology Model Language Modules, are identified in the product or services description area or on continuation pages.	TAX RATE 7.750%	SALES TAX 0.00

PROCUREMENT METHOD <input checked="" type="checkbox"/> LEVERAGED <input checked="" type="checkbox"/> DVBE / SMALL BUSINESS (GC 14838.5(a)) <input type="checkbox"/> NON-COMPETITIVELY BID <input type="checkbox"/> EXEMPT	* NOTE: If there are variable charges for Installation, Shipping or Freight, or Other Non-Taxable Services, detail per line item and enter total here.	* INSTALLATION	
		* SHIPPING/FREIGHT	
		* OTHER NON-TAXABLE	150,000.00
PROGRAM / CATEGORY (Code and Title)	FUND TITLE	VERIFIED NO STATE SURPLUS AVAILABLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	PAID BY CAL-CARD <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
ITEM 4250-501-0637	CHAPTER Prop 10	STATUTE 1998	FISCAL YEAR Multi-Yr
CERTIFICATION AND APPROVAL OF EXECUTIVE OFFICER		OBJECT OF EXPENDITURE (CODE AND TITLE) 4250 - 418 - 63700	

I HEREBY CERTIFY, on personal knowledge, that this order for purchasing the items specified above is issued in accordance with the procedure prescribed by law governing the purchase of such items for the State of California; and that all such legal requirements have been fully complied with.		UNENCUMBERED REMAINDER AFTER POSTING THIS ORDER TO ALLOTMENT EXPENDITURE LEDGER
AUTHORIZING NAME (Print or Type) Marsha Jones	TITLE Chief Deputy Director	ADJUSTMENT INCREASING ENCUMBRANCES
AUTHORIZING SIGNATURE <i>Marsha Jones</i>		ADJUSTMENT DECREASING ENCUMBRANCES
		CERTIFIED CORRECT (SIGNATURE) <i>[Signature]</i>



PURCHASING AUTHORITY PURCHASE ORDER
STD. 65 (REV. 7/2003)

CONTRACT REGISTRATION NUMBER <i>CP 1192496</i>	AGENCY ORDER NUMBER CFF 4784	AMENDMENT NO.
SUPPLIER: The numbers identified above MUST be shown on Invoice & Packing Slip.	DATE 01/09/2012	PAGE OF PAGE 1 16

S H First 5 California I 2389 Gateway Oaks Drive, Suite 260 P Sacramento, CA 95833	B I First 5 California L 2389 Gateway Oaks Drive, Suite 260 L Sacramento, CA 95833	AGENCY BILLING CODE 010203
T	O	PURCHASING AUTHORITY NUMBER 9I-0712-CFC-HQ1
		LEVERAGED PROCUREMENT AGREEMENT NO. CMAS 3-08-70-1294C

TO
SUPPLIER
ADDRESS
(Type or Print Legibly)

Attention: Duane Cheney
Business Advantage Consulting, Inc.
101 Parkshore Drive, Suite 100
Folsom, CA 95630

INFORMATION TECHNOLOGY PROJECT IDENTIFICATION NUMBER	
AGENCY OR BUYER INFORMATION	AGENCY TRACKING/REQUISITION NUMBER (Optional)
AGENCY NAME First 5 CA	CONTACT NAME Sofie Paredes
CONTACT E-MAIL ADDRESS sparedes@ccfc.ca.gov	
CONTACT PHONE NUMBER (916) 263-1019	CONTACT FAX NUMBER (916) 263-1360

SUPPLIER CONTACT NAME Duane Cheney	SUPPLIER PHONE NUMBER (916) 932-7181	SUPPLIER FAX NUMBER (916) 932-7182	SUPPLIER E-MAIL ADDRESS dcheney@business-advantage.net
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PAYMENT TERMS Net 30	CERTIFICATION NUMBER Certification No. 21547	<input checked="" type="checkbox"/> Certified Small Business	<input checked="" type="checkbox"/> Certified Microbusiness	EXPIRATION DATE 10/31/2012	<input type="checkbox"/> Certified DVBE	EXPIRATION DATE
REQUIRED DELIVERY DATE	SHIPPING INSTRUCTIONS	<input type="checkbox"/> F.O.B. Destination FRT. PPD	<input type="checkbox"/> F.O.B. Destination FRT. PPD/ADD Freight not to exceed cost stated on P.O.	<input type="checkbox"/> F.O.B. ORIGIN	CITY OF ORIGIN	STATE ZIP CODE

ITEM NUMBER	QUANTITY	UNIT	COMMODITY CODE or PRODUCT CODE or SERVICES ID NUMBER	RECYCLED PRODUCT	PRODUCT OR SERVICES DESCRIPTION	UNIT PRICE	EXTENSION TOTAL
1	1	Job			IT Consulting		
					Two IT Consulting Subject Matter Experts	237,500.00	237,500.00
2							0.00
3					Contract Term: January 9, 2012 - December 31, 2012		0.00
4							0.00
5					If identified deliverables (or services) included in the		0.00
6			FY 11/12 \$170,000		contract are not completed within the original performance		0.00
7			FY 12/13 \$ 67,500		period, First 5 California may extend the term of this		0.00
8					agreement for time and money at the originally agreed-upon		0.00
9					rates up to the maximum amount allowed through the		0.00
10					vendor's approved CMAS order limits.		0.00

A-1 <input checked="" type="checkbox"/> General Provisions are incorporated herein by reference to: <input type="checkbox"/> Form GSPD - 401 Non-IT Commodities (revision date _____) OR <input checked="" type="checkbox"/> Form GSPD - 401 IT (revision date <u>610</u>)	TAXABLE SUBTOTAL	0.00
TERMS AND CONDITIONS A-2 <input checked="" type="checkbox"/> This order is issued under a Department of General Services (DGS) Leveraged Procurement Agreement (LPA). Terms and Conditions set forth in that agreement (LPA number referenced in the block titled Leveraged Procurement Agreement No.) are incorporated herein by reference as if set forth in full text.	TAX RATE	0.000%
B <input type="checkbox"/> Agency Special Provisions are attached and filled _____	SALES TAX	0.00
C <input checked="" type="checkbox"/> Any other attachments, such as specifications, Statement of Work, or Information Technology Model Language Modules, are identified in the product or services description area or on continuation pages.		

PROCUREMENT METHOD: <input type="checkbox"/> COMPETITIVE: Solicitation Number (if applicable) RFO No. 2011-4784	* NOTE: If there are variable charges for Installation, Shipping or Freight, or Other Non-Taxable Services, detail per line item and enter total here.	* INSTALLATION	
<input checked="" type="checkbox"/> LEVERAGED <input type="checkbox"/> DVBE / SMALL BUSINESS [GC 14838.5(a)] <input type="checkbox"/> NON-COMPETITIVELY BID <input type="checkbox"/> EXEMPT		* SHIPPING/ FREIGHT	
PROGRAM / CATEGORY (Code and Title)		* OTHER NON-TAXABLE	237,500.00
FUND TITLE		GRAND TOTAL	237,500.00

ITEM 4250-601-0637	CHAPTER Prop. 10	STATUTE 1998	FISCAL YEAR Multi-Yr	OBJECT OF EXPENDITURE (CODE AND TITLE) 4250-435-63700	<input checked="" type="checkbox"/> O.E. <input type="checkbox"/> EQ.
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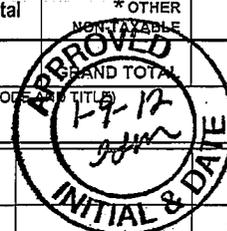
CERTIFICATION AND APPROVAL OF EXECUTIVE OFFICER
I HEREBY CERTIFY, on personal knowledge, that this order for purchasing the items specified above is issued in accordance with the procedure prescribed by law governing the purchase of such items for the State of California; and that all such legal requirements have been fully complied with.

AUTHORIZING NAME (Print or Type)
Marsha Jones

TITLE
Chief Deputy Director

AUTHORIZING SIGNATURE
Marsha Jones

UNENCUMBERED REMAINDER AFTER POSTING THIS ORDER TO ALLOTMENT EXPENDITURE LEDGER	
ADJUSTMENT INCREASING ENCUMBRANCES	
ADJUSTMENT DECREASING ENCUMBRANCES	
CERTIFIED CORRECT (SIGNATURE)	<i>[Signature]</i>



STATE OF CALIFORNIA - GENERAL SERVICES PROCUREMENT DIVISION
PURCHASING AUTHORITY PURCHASE ORDER
 STD. 65 (REV. 7/2003)

CONTRACT REGISTRATION NUMBER eP1191037	AGENCY ORDER NUMBER CFF 4783	AMENDMENT NO.
SUPPLIER: The numbers identified above MUST be shown on Invoice & Packing Slip.	DATE 12/29/2011	PAGE OF PAGE 1 19

S H First 5 California 1. 2389 Gateway Oaks Drive, Suite 260 P Sacramento, CA 95833	B I First 5 California L 2389 Gateway Oaks Drive, Suite 260 L Sacramento, CA 95833	AGENCY BILLING CODE 010203
T O	T O	PURCHASING AUTHORITY NUMBER 9I-0712-CFC-HQ1
		LEVERAGED PROCUREMENT AGREEMENT NO. 3-10-70-1135E

TO SUPPLIER ADDRESS
 Barry S. Johnson
 Shooting Star Solutions, LLC
 3831 North Freeway Boulevard, Suite 120
 Sacramento, CA 95834
 (Type or Print Legibly)

INFORMATION TECHNOLOGY PROJECT IDENTIFICATION NUMBER	
AGENCY OR BUYER INFORMATION	AGENCY TRACKING/REQUISITION NUMBER (Optional)
AGENCY NAME First 5 CA	CONTACT NAME Sofie Paredes
CONTACT E-MAIL ADDRESS sparedes@ccfc.ca.gov	
CONTACT PHONE NUMBER (916) 263-1019	CONTACT FAX NUMBER (916) 263-1360

SUPPLIER CONTACT NAME Barry S. Johnson	SUPPLIER PHONE NUMBER (916) 567-7827	SUPPLIER FAX NUMBER (916) 567-7823	SUPPLIER E-MAIL ADDRESS
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PAYMENT TERMS Net 30	CERTIFICATION NUMBER Certification No. 21703	<input checked="" type="checkbox"/> Certified Small Business	<input type="checkbox"/> Certified Microbusiness	EXPIRATION DATE 01/31/2012	<input type="checkbox"/> Certified DVBE	EXPIRATION DATE
REQUIRED DELIVERY DATE	SHIPPING INSTRUCTIONS	<input type="checkbox"/> F.O.B. Destination FRT. PPD	<input type="checkbox"/> F.O.B. Destination FRT. PPD/ADD Freight not to exceed cost stated on P.O.	<input type="checkbox"/> F.O.B. ORIGIN	CITY OF ORIGIN	STATE ZIP CODE

ITEM NUMBER	QUANTITY	UNIT	COMMODITY CODE or PRODUCT CODE or SERVICES ID NUMBER	RECYCLED PRODUCT	PRODUCT OR SERVICES DESCRIPTION	UNIT PRICE	EXTENSION TOTAL
1	960	Hrs	IT Services		IT Project Manager I for Independent Verification and	125.00	120,000.00
2					Validation / Independent Project Oversight Services		0.00
3							0.00
4			FY 11/12 \$60,000		Contract Term: January 3, 2012 - December 31, 2012		0.00
5			FY 12/13 \$60,000		If identified deliverables (or services) included in the		0.00
6					contract are not completed within the original performance		0.00
7					period, First 5 California may extend the term of this		0.00
8					agreement for time and money at the originally agreed-upon		0.00
9					rates up to the maximum amount allowed through the		0.00
10					vendor's approved CMAS order limits.		0.00

A-1 <input checked="" type="checkbox"/> General Provisions are incorporated herein by reference to: <input type="checkbox"/> Form GSPD - 401 Non-IT Commodities (revision date _____) OR <input checked="" type="checkbox"/> Form GSPD - 401IT (revision date 610 _____) <input type="checkbox"/> ATTACHED OR <input checked="" type="checkbox"/> Published at website: www.dgs.ca.gov/pd	TAXABLE SUBTOTAL 120,000.00
TERMS AND CONDITIONS A-2 <input checked="" type="checkbox"/> This order is issued under a Department of General Services (DGS) Leveraged Procurement Agreement (LPA). Terms and Conditions set forth in that agreement (LPA number referenced in the block titled Leveraged Procurement Agreement No.) are incorporated herein by reference as if set forth in full text. B <input type="checkbox"/> Agency Special Provisions are attached and titled C <input checked="" type="checkbox"/> Any other attachments, such as specifications, Statement of Work, or Information Technology Model Language Modules, are identified in the product or services description area or on continuation pages.	TAX RATE 0.000% SALES TAX 0.00

PROCUREMENT METHOD <input checked="" type="checkbox"/> COMPETITIVE: Solicitation Number (if applicable) RFO No. 2011-4783	* NOTE: If there are variable charges for Installation, Shipping or Freight, or Other Non-Taxable Services, detail per line item and enter total here.	* INSTALLATION
<input checked="" type="checkbox"/> LEVERAGED <input type="checkbox"/> DVBE / SMALL BUSINESS [GC 14838.5(a)] <input type="checkbox"/> NON-COMPETITIVELY BID <input type="checkbox"/> EXEMPT		* SHIPPING/ FREIGHT
PROGRAM / CATEGORY (Code and Title)	VERIFIED NO STATE SURPLUS AVAILABLE... <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	* OTHER NON-TAXABLE
FUND TITLE	PAID BY CAL CARD <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	GRAND TOTAL 120,000.00

ITEM 4250-601-0637	CHAPTER Prop. 10	STATUTE 1998	FISCAL YEAR Multi-Yr	OBJECT OF EXPENDITURE (CODE AND TITLE) 4250-435-63700	<input checked="" type="checkbox"/> O.E. <input type="checkbox"/> EQ.
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CERTIFICATION AND APPROVAL OF EXECUTIVE OFFICER
 I HEREBY CERTIFY, on personal knowledge, that this order for purchasing the items specified above is issued in accordance with the procedure prescribed by law governing the purchase of such items for the State of California; and that all such legal requirements have been fully complied with.

AUTHORIZING NAME (Print or Type)
Kristin Perry

TITLE
Executive Director

AUTHORIZING SIGNATURE
Kristin Perry

UNENCUMBERED REMAINDER AFTER POSTING THIS ORDER TO ALLOTMENT EXPENDITURE LEDGER	APPROVED 12/29/11 INITIAL & DATE
ADJUSTMENT INCREASING ENCUMBRANCES	
ADJUSTMENT DECREASING ENCUMBRANCES	
CERTIFIED CORRECT (SIGNATURE) <i>[Signature]</i>	