



## CALIFORNIA CHILDREN AND FAMILIES COMMISSION MEETING

January 24, 2013  
10:00 a.m. to 3:00 p.m.

Hilton Garden Inn  
2540 Venture Oaks Way  
Pine Room, 1<sup>st</sup> Floor  
Sacramento, CA 95833

### MINUTES

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

Chair Jennifer Kent called the meeting to order 10:05 a.m.

Commissioners Present: Jennifer Kent, Chair  
Patrick Duterte, Vice Chair  
Magdalena Carrasco  
Conway Collis  
Kathryn Icenhower, Ph.D.  
Joyce Iseri  
Casey McKeever

Ex Officio Member Present: Jim Suennen

Jennifer Kent, Commission Chair, welcomed members of the State Commission in attendance. She announced and also welcomed Camille Maben to her first State Commission meeting as the Executive Director of First 5 California.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

#### **Agenda Item 2 – Executive Director’s Report**

Camille Maben, Executive Director, welcomed State Commissioners and shared her primary goals for the first 100 days as new Executive Director.

##### Primary Goals

- Gain a solid understanding of the current structure of the agency;
- Initiate and establish positive relationships with Commissioners, staff, and stakeholders;
- Begin a strategic planning process;
- Recruit and retain highly qualified staff; and

- Establish short- and long-term priorities for improving office climate, legislative agenda, and budget.

### Objectives

- Meet with State Commissioners, stakeholders, and county commissions.
- Interview staff and meet with managers to discuss strengths and challenges of the agency, and gather their ideas for strengthening the effectiveness of the agency.
- Develop and implement short-term goals to improve office climate and communication within the agency.
- Review organizational structure, budget, fiscal, and personnel policies and procedures, including current and future contracts and procurements.
- Fill current vacancies.
- Meet with stakeholders, including the First 5 Association, individual county Executive Directors, and early learning and care advocates.
- Meet with and provide information to legislative staff on the important work of First 5 California.

### Governor's Budget 2013-14

- The Governor's 2013-14 Budget reflected an increase of \$40 million General Fund dollars to backfill the support provided by First 5 California.
- At this time, there is not a request at the State level for additional funding from First 5 California.

### Partnership Council

- First 5 California staff is working with the Association to develop a charter to discuss and address issues to achieve similar goals, such as data collection requirements. The Partnership Council serves to be a catalyst for state and county commission staff to get that work done. The first issue brought to the Partnership Council was the data collection requirement for CARES Plus.

### Race to the Top

- The California Department of Education (CDE) has agreed to let Ms. Maben continue her role in Race to the Top (RTT) and bridge some of the RTT issues. This will help to ensure that there is a better understanding about RTT and its impact on First 5 California programs.

### Annual Conference

- First 5 California's Annual Conference, so-sponsored by the Advancement Project, will be held in Sacramento at the Sheraton Grand Hotel on April 10-11, 2013.

### CARES Plus

- At its October 2012 meeting, the State Commission approved a three-year extension of the Teacher Signature Program, CARES Plus. Since that time, staff has been working on crafting the Request for Application (RFA), which we plan on posting in early March. The Program Advisory Committee members of this Commission will have the opportunity to review the RFA before it is released.
- While the CARES Plus program components will remain essentially the same, we have sought input from our county CARES Plus partners to help strengthen the implementation of the program. Toward that end, staff conducted several regional

input meetings around the state in October and November to obtain feedback from local county program coordinators on ways to better administer the program.

- On December 6<sup>th</sup>, staff presented the results and feedback from the regional meetings to the newly formed Partnership Council, which included members of the First 5 Association Executive Committee as well as Directors from several CARES Plus counties. We outlined and discussed specific program and policy-level CARES Plus issues with the Council, along with short- and long-term approaches to addressing them. The Council convened for an additional conference call on January 8 to follow up on discussions about CARES Plus data collection.

#### Child Signature Program (CSP)

- CSP RFA 1 was for the eight existing Power of Preschool (PoP) counties, and focuses on quality enhancements for qualifying classrooms.
- CSP RFA 2 was designed for all counties to participate. It focuses on a readiness assessment to determine strengths and needs, and provides training and targeted technical assistance. Thirty-four (34) county commissions chose to participate in RFA 2.
- CSP RFA 3 is anticipated to be released in April and will focus on implementing quality enhanced features comparable to those from RFA 1.

**DISCUSSION:** Commissioners' discussion included:

- A request for a future discussion of First 5 California's possible partnership with other agencies for its Annual Conference.
- Exploration of ways First 5 California could get involved with the child care stakeholders group outlined in the Governor's 2013-14 Budget. Ms. Maben said she had been in discussion with the Department of Social Services and will continue to express First 5 California's interest in being involved in that stakeholder group.

**PUBLIC COMMENT:** None.

#### **Agenda Item 3 – Advisory Committee Reports**

Chair Kent called upon Commissioners to provide an update on any advisory committee meetings or activities that have taken place since the October meeting.

#### Program Committee

Commissioner Icenhower said she looks forward to receiving the CARES Plus RFA for input and review.

#### Research and Evaluation Committee

Vice Chair Duterte and Commissioner Iseri had a meeting with First 5 California staff to discuss the feasibility of longitudinal studies, and reserved comment until later in the agenda.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

## **Agenda Item 4 – First 5 Association of California Report**

Moira Kenney, Executive Director of the First 5 Association, provided an overview of Association activities and county commission programs and investments. She provided information on the following specific key areas and goals the Association is focused on for 2013.

### Key Focus Areas

1. Increase the quality of early care and education programs.
2. Connect children to health insurance and essential healthcare services.
3. Expand universal screening programs for the early identification and support of children with special needs.
4. Bring oral health services to underserved communities across the state.
5. Reach the hardest to reach families through newborn and school readiness home visiting to ensure strong role of parents as their child's first and best teacher.

### Goals for 2013

- Achieve greater visibility for the work of the 58 county commissions, along with State Commission partner.
- Expand reach as systems change leaders.
- Ensure the long-term sustainability of investments.
- Strengthen communication system to ensure all counties and regions are able to tell the First 5 story and provide statewide leadership via a new website and other vehicles.
- Support statewide developmental screening and child care rating initiatives as opportunities to spread local efforts to other counties across California.
- Convene commissions and other partners around best practices, sustainability and policy in key areas.

### Objectives

- Deepen partnership with First 5 California around communications, evaluation, and matching fund program support.
- Continue to focus on explaining county fund balances and overall stewardship of First 5 resources by focusing on the unique characteristics of the 58 county commissions as local agencies with strong oversight and uniform accountability guidelines.
- Develop and further a policy agenda to guide work with other statewide advocates and partners that focuses on the five areas of core investments as listed above.
- Connect local agencies to others to reduce duplication.
- Speed the sharing of critical information.
- Train frontline providers.
- Reach hardest to reach populations.

### **DISCUSSION:**

- Commissioners expressed an interest in the programs being done at the local level and whether there was a role the State Commission could play in that.

**PUBLIC COMMENT:** None.

## **Agenda Item 5 – Financial Update**

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

### Revenue Projections

- Upon release of the Governor's Budget, the Department of Finance (DOF) total cigarette and tobacco products tax projections for FY 2012-13 are 4 percent above last year's estimates. This is a result of the increased revenue seen last year from the federal SCHIP cigarette tax enforcement activities.
- The DOF projections bring back the 3-4 percent decline that is normal for cigarette tax revenues. FY 2012-13 is projected to be 3.85 percent lower than actual revenue received in FY 2011-12.

### Revenue Adjustments

- In November, First 5 California received the Board of Equalization (BOE) backfill for FY 2012-13 and the administration expenditure projections for FYs 2013-14 and 2014-15.
- The BOE approved the staff recommendation to adjust the California Children and Families Trust fund by \$15 million for backfill.
- The FY 2012-13 backfill amount is lower than the prior year of \$16.5 million.
- The lower backfill amount resulted in an increase in the amount of projected revenue available to transfer into the First 5 California accounts due to the higher than projected revenues received last year resulting from the SCHIP enforcement activities.

### BOE Administration Fees

- First 5 California received updated BOE administration projections for FYs 2012-13 and 2013-14. Last year's projection for FY 2012-13 was \$17,424,000. This update reduced the 2012-13 projection to \$17,162,000 due to DOF reductions in personnel compensation. The update includes the projections reflected in the FY 2013-14 Governor's budget of \$17,602,000. The BOE administrative projections are only for current year and budget year. They do not project beyond budget year.
- The First 5 California FY 2012-13 financial audit indicates that the auditors observed that BOE does not have written cost allocation plan procedures for program and administrative costs allocated to the various funds its administers. BOE concurred with the observation and indicated their budget staff is developing comprehensive internal documentation of the cost allocation procedures and methodology. BOE indicated that it would send First 5 California the methodology in May 2013. Upon receipt of the methodology, First 5 California will forward copies of the document to the Commission and the First 5 Association.

Ms. Beck also presented and commented on the attached slide presentation, which highlighted the following:

- Total revenue projected by DOF for FYs 2012-13 through 2014-15
- Projected BOE adjustments and estimated interest earned in the trust fund
- Mandates for the state funds

**DISCUSSION:** Commissioners expressed their interested in seeing the methodology that the BOE will provide to First 5 California justifying how it actually calculates and utilizes that \$17 million.

**PUBLIC COMMENT:** Christina Altmayer, Acting Executive Director of First 5 Orange County, said that BOE's cost allocation methodology is an issue that the county commissions are concerned about and are taking very seriously. First 5 Orange County commissioners have directed First 5 Orange County to contact BOE Board members directly to bring awareness and the significance of this issue.

### **Agenda Item 6 – Legislative Report**

Renee Webster-Hawkins, First 5 California's Acting Chief Deputy Director and Chief Counsel, provided a brief update on two legislative items of direct interest to First 5 California, as reflected in the legislative summary accompanying the agenda item, and key legislation recently introduced in the regular 2013-14 session, highlighting the following:

- Two ballot initiatives have been introduced that would add additional taxes on tobacco products, and both are intended to address the affordability of higher education in California's public colleges and universities. Only one contains backfill provisions for programs currently funded by tobacco tax revenue, such as First 5.
- Both initiatives have been submitted to the Office of the Attorney General for approval.

#### **DISCUSSION:**

- Commissioners discussed whether backfill provisions in the ballot initiatives would be based on the assumption that tobacco tax revenue is declining.

**PUBLIC COMMENT:** None.

### **Agenda Item 7 – Options for Longitudinal Research**

David Dodds, First 5 California's Deputy Director of Results and Evaluation, provided the Commission with options for longitudinal research in evaluation of First 5 California Signature Programs. He also presented the attached slide show.

**DISCUSSION:** Commissioners' discussions included:

- Compliments regarding the excellent work provided on the feasibility of a longitudinal study.
- The feasibility of conducting a longitudinal study on First 5 California's Child Signature Programs.
- Interest in actual data being measured within the Child and Teacher Signature Programs.
- Suggestions that working with county commissions that may have collected data on families that have been followed over time might be efficient and reduce costs,

and that the studies being done at the county level are complementary, and not as an alternative, to a state evaluation.

- Comments that Educare is being brought to Santa Clara County and offers an opportunity for an evaluation study.
- Suggestions that a retrospective study for the Teacher Signature Program (CARES Plus) might be cost-effective.

**PUBLIC COMMENT:**

- Moira Kenney, Executive Director of the First 5 Association, described significant historical work in this area.
- Antonia Lopez, Executive Director of the National Council of La Raza, expressed the importance of ensuring that the dual language learning community, teachers, children and families have access to the best quality preparation, and that the evaluation efforts of First 5 California should help to determine whether the quality is culturally and linguistically appropriate.

**Agenda Item 8 – Request to Transfer \$40 Million to the Department of Developmental Services for Early Start Services**

- Renee Webster-Hawkins, Acting Chief Deputy Director and Chief Counsel, provided the Commission with information related to the Department of Developmental Services (DDS) request of \$40 million from First 5 California to fund Early Start Program services for children ages 0 to 2, which was included as a revenue assumption in the Governor’s 2012 May Revise, to decrease DDS’s General Fund costs. Ms. Webster-Hawkins summarized the memo prepared for this agenda item.
- Ms. Maben discussed the impact and potential consequences of the funding transfer on Commission’s signature programs and strategic goals:
  - First 5 California finds itself in a different fiscal place than in years past, with past reserves greatly diminished.
  - The majority of investment decisions have already made. First 5 California has committed to its county partners that it will fund the Signature Programs over the next three years and they, in turn, are making fiscal and human capital decisions to implement those programs. Transferring the \$40 million to DDS now could jeopardize fulfilling those commitments.
  - As First 5 California moves forward with its Strategic Plan, if all of its funding is committed. This would limit the long-time impact and viability of the organization.
- Ms. Maben reviewed the two methodologies described in the memo to illustrate the potential impact of the transfer of funds would have on First 5 California day-to-day ability to fund its program and administrative expenditures.
- Beyond the fiscal management, the impact of the transfer could have the following potential consequences to First 5 California:

- The Child and Teacher Signature Programs are well underway. Having to interrupt, delay, or modify the implementation of those programs would mean:
  - Thousands fewer children and families will benefit from quality enhanced classrooms.
  - Fewer teachers will receive professional training and incentives to improve their classroom environments.
  - County commissions and offices of education that have identified teachers and classrooms to participate would have to unravel those program and educational plans.
  - County commissions and offices of education that have hired additional staff or subcontractors to carry out the programs would have to terminate those professionals, or redirect those resources with different funding.
  - First 5 California's relationships and reputation with county commissions and local educators would be at risk, due to the reversal in program and funding commitments.
- Staff reports that, absent more data and analysis from DDS, it is hard to discern the impact of rejecting the request on DDS and Early Start:
  - First 5 California would like a more complete analysis of the Early Start budget and the programmatic and fiscal consequences of the Request for \$40 million.
  - DDS staff has indicated that its federal funds would be at risk without the \$40 million, but the specific terms and conditions of the federal grant that support that prediction have not been seen.
  - The federal grant application submitted by DDS states that the non-federal funds come from the General Fund. If the administration made that representation to the federal government, wouldn't that mean that DDS should seek a General Fund deficiency to fill any or all of the commitment made?
  - Staff recommends that the Commission support staff's request that DDS provide specific program and budget data.

**DISCUSSION:** Commissioners' discussion included the following comments:

- First 5 California was in a different financial place when it made decisions to fund prior requests. Now the Commission would have to back out money from previous authorizations.
- Concern about the Commission authorizing funding DDS and then not demanding the same kind of data, evaluation and feedback that is expected from any other entity to which funding has been granted.
- It looks like a recurring request, and asked what kind of sustainability plan DDS has in order to address the recurring deficit.
- The revenue stream for First 5 California is declining while the revenue stream for the General Fund seems to be improving.

- Concern on whether the request violates the supplantation prohibition. The Commission has not seen enough information as to the specific types of services that have been funded through these dollars.
- Support for staff's request to DDS for more information, starting from when the funding was first granted in order to have a historic sense of whether there is an increase on the level of services that would be required to avoid the prohibition.
- Concern on the impact this request would have on First 5 California programs as it has expended its reserves on budget solution requests.
- How DDS would execute programs if it did not receive the funding.
- Ex Officio Commissioner Suennen said the Governor's Budget proposal made it clear that although there are no cuts to the Health and Human Services Agency in the 2013-14 budget, there will not be any restoration of funding for any cuts that have already been made, and that there were too many unknown variables. The Secretary and Undersecretary are very committed to providing the additional information that First 5 California is requiring.
- Suggestion that the Administration would be more familiar with the overview and impact on all social programs for kids, including children ages 0 to 5, and will have more of an overall perspective and analysis on those programs, and requested a comparison of how the money would be spent by both DDS and First 5 California.

**PUBLIC COMMENT:**

- Mark Hutchinson, Chief Deputy Director of DDS, said all of the information that was requested is available. DDS will extract the data that is needed and would focus on expenditure information that reflects the individual consumer and the services that were received. Mr. Hutchinson said DDS will be in a deficiency if it does not receive the \$40 million. He said the Early Start Program is not an entitlement program. Mr. Hutchinson said DDS receives approximately \$50 million in federal funding for Early Start. However, it is about a \$250 to \$270 million program. The requirement of the federal grant is that all of the state monies that go into the program have to follow all federal rules and requirements. Therefore, federal requirements around the timeliness of eligibility and services provided apply across the entire program. If for some reason services had to be stopped, DDS would be violating their federal grant and be at risk of losing the \$50 million in federal funding. Mr. Hutchinson said DDS would have to determine what that impact would be, but many service needs would be transferred to local First 5 county commissions and other local generic resources.
- Moira Kenney, Executive Director of the First 5 Association, said developmental screening and services for children with special needs is a priority for First 5 county commissions. County commissions partner with Regional Centers to not only provide support and direct families to services

that are needed, but also catch those children that can no longer be served due to the limitations on Early Start caused by budget cuts.

- Justine Jimenez, Director of the Child Signature Program in Yolo County, appreciated the difficulty of the decision and hopes that there is a way to work together to find a solution so that counties will not have to reduce staff or reduce any of the services currently being offered in the Child Signature Program.
- Laurel Kloomok, Executive Director of First 5 San Francisco, believes that the State and all the state departments, along with their respective funding streams, are not doing a good job together to support the children with special needs and their families. She expressed the importance of partnering with other entities. She said having First 5 California looked at to help solve the problem was very limited in its scope. Ms. Kloomok said she has not seen the trickle down of any of the funding that went to DDS to the Regional Centers in San Francisco. She said they have been paying out of Proposition 10 money and city money over \$3.5 to \$4 million to provide a safety net services for children who are no longer being served by the Regional Center, and explained in detail all of the developmental and early screening efforts being done at First 5 San Francisco.
- Lisa Watson, Executive Director of First 5 Kings County, said the Governor needs to fix the \$40 million gap, not First 5 California. She believes that DDS needs the funding but not at the expense of the State Commission. Anyone looking at this situation can clearly see it is supplantation. She said First 5 Kings County would be reticent to get into another contractual relationship with First 5 California that cannot be honored. The ability for Kings County to provide more services for children will be dependent on the decision the State Commission makes to honor the commitments made with its county counterparts.
- Kathleen Guerrero, Executive Director of First 5 El Dorado County, expressed the importance of the implications of making decisions for match programs locally. El Dorado County is the smallest county engaged in the Race to the Top (RTT) funding. The county has five funding streams in order to participate in RTT, which includes CARES Plus and the Child Signature Program. Included in RTT is the provision that all child care providers have to conduct developmental screenings on children in care. El Dorado County targets 2/3 of the licensed child care providers in the county. If 2/3 of the children participate in licensed care, then there is a lot of developmental screening being provided. Ms. Guerrero urged the Commission to consider the impacts of the decision on local county commissions for them to provide the services that they have in the past.
- Kim Medeiros, Executive Director of First 5 San Diego County, said that her county also participates in the Child Signature Program. She expressed concern for smaller counties and said that before the Commission bails the state out, it should take a look at how it's taking care of other commissions

and funding those programs on an ongoing basis. For smaller county commissions, the ability to participate in programs is contingent upon future funding. First 5 dollars should be used for Commission activities rather than backfill other state activities.

- Toni Moore, Executive Director of First 5 Sacramento County, asked about the additional \$40 million request from Medi-Cal. She urged the Commission to look at the sustainability of programs before it makes the decision to transfer funding. Ms. Maben said the Commission had been informed that it would not be receiving a request from Medi-Cal for the \$40 million.

### **Agenda Item 9 – Fiscal Year 2011-12 Annual Report**

Lindsay VanLaningham, First 5 California's Chief of Communications, requested the State Commission to approve First 5 California's annual report. She presented and commented on the attached slide presentation.

**MOTION/ACTION:** Vice Chair Duterte moved that the Commission approve the 2011-12 First 5 California Annual Report and its submission to the Governor, the Legislature, and county commissions, as required by statute. The motion was seconded by Commissioner Collis.

**DISCUSSION:** Commissioners asked if the audit was required to be attached to the Annual Report. Ms. Webster-Hawkins said statute requires the State Controller's Office review of the independent counties audits to be included in the Annual Report, and also requires First 5 California to include the findings of the Department of Finance's audit.

**PUBLIC COMMENT:** None.

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

### **Agenda Item 10 – Strategic Plan Process**

Camille Maben, Executive Director, requested the Commission's approval to begin developing a new Strategic Plan for First 5 California that includes a contract with a consultant for no more than \$150,000 to facilitate a planning process, and the appointment of a Commission ad hoc advisory committee for strategic planning.

The process to develop a new Strategic Plan would include:

- Contracting with a consultant to facilitate a planning process.
- Developing a scope of work that included clear leadership from the Commission and Executive staff.
- Increased input from First 5 county commission and stakeholders.
- Drafting a plan that would reflect input from all of the aforementioned groups.

First 5 California staff proposes that the Commission appoint an ad hoc advisory committee of two members of the Commission to lead staff's development of a proposed Strategic Plan. Active participation of Commissioners would enable the development of a proposed plan that is reflective of the Commission's perspective and priorities.

**MOTION/ACTION:** Chair Kent moved that the Commission approve the strategic planning process, including the authorization for a contract for a consultant for up to \$150,000 from the Unallocated Account, and the appointment of an ad hoc advisory committee for strategic planning to participate in the planning process, including Vice Chair Patrick Duterte and Commissioner Kathryn Icenhower. The motion was seconded by Commissioner Carrasco.

**DISCUSSION:**

- Commissioners asked if the contractor will provide a finish product. Ms. Maben said the contractor will help to facilitate and get input from groups of stakeholders, complete the scope of work, and coordinate the development of the Strategic Plan from start to finish.
- Commissioners asked if other Commissioners would be able to provide input prior to the approval of the strategic plan. Ms. Maben said First 5 California staff or the consultant would meet with Commissioners to ensure that their input had been heard.

**PUBLIC COMMENT:** None.

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

**Agenda Item 11 – 2013 Advisory Committee Assignments**

Renee Webster-Hawkins, Acting Chief Deputy Director and Chief Counsel, requested the Commission approve appointments to the Commission’s standing and ad hoc advisory committees.

**MOTION/ACTION:** Chair Kent moved that the Commission approve the appointment of the Commissioners to the standing and ad hoc advisory committees as described in the January 2013 Commission Advisory Committee Descriptions as follows:

Standing Committees	
<i>Executive</i>	<ul style="list-style-type: none"> <li>• Jennifer Kent, Chair</li> <li>• Patrick Duterte, Vice Chair</li> </ul>
<i>Public Education and Outreach</i>	<ul style="list-style-type: none"> <li>• Jennifer Kent, Chair</li> <li>• Magdalena Carrasco</li> </ul>
<i>Legislation</i>	<ul style="list-style-type: none"> <li>• Conway Collis</li> <li>• Casey McKeever</li> </ul>
<i>Research and Evaluation</i>	<ul style="list-style-type: none"> <li>• Patrick Duterte, Vice Chair</li> <li>• Joyce Iseri</li> </ul>
<i>Program</i>	<ul style="list-style-type: none"> <li>• Magdalena Carrasco</li> <li>• Kathryn Icenhower</li> </ul>

<i>Fiscal</i>	<ul style="list-style-type: none"> <li>• Joyce Iseri</li> <li>• Casey McKeever</li> </ul>
<b>Ad Hoc Committees</b>	
<i>Strategic Planning</i>	<ul style="list-style-type: none"> <li>• Patrick Duterte, Vice Chair</li> <li>• Kathryn Icenhower</li> </ul>

The motion was seconded by Vice Chair Duterte.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

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

**Agenda Item 12 – Guidelines for Implementing the California Children and Families Act**

Renee Webster-Hawkins, Acting Chief Deputy Director and Chief Counsel, requested the Commission review and approve the release of the existing Guidelines for Implementing the California Children and Families Act. First 5 California staff is not recommending any revisions during this year’s annual review. Therefore, the Guidelines will remain dated as of January 2012.

**MOTION/ACTION:** Commissioner Collis moved that the Commission approve the review of the First 5 California’s Guidelines for Implementing the California Children and Families Act and its release to the First 5 county commissions. The motion was seconded by Commissioner McKeever.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

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

**Agenda Item 13 – Consent Calendar**

The Commission considered approval of the consent calendar as detailed on the agenda, including items 13a, 13b, and 13c.

**MOTION/ACTION:** Vice Chair Duterte moved that the Commission approve the consent calendar. The motion was seconded by Commissioner Icenhower.

**DISCUSSION:** None.

**PUBLIC COMMENT:** None.

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

**Agenda Item 11 – Adjournment**

Chair Kent adjourned the State Commission meeting.

The next scheduled Commission Meeting is April 25, 2013, at the Hilton Garden Inn in Sacramento.