



1 the intent of this Ordinance to facilitate the creation and implementation of an integrated,  
2 comprehensive, and collaborative system of information and services to enhance optimal  
3 early childhood development. This system should function as a network that promotes  
4 accessibility to all information and services from any entry point into the system. It is  
5 further the intent of this Ordinance to emphasize local decision making, to provide for  
6 greater local flexibility in designing delivery systems, and to eliminate duplicate  
7 administrative systems.

8 The California Children and Families First Act of 1998 provides for funding  
9 through an excise tax on tobacco products in order to implement the goals and objectives  
10 which are outlined in the Act itself. It is the further intent of this Ordinance to create the  
11 Riverside County Children and Families Commission and the Riverside County Children  
12 and Families Trust Fund in order to receive funding through the Act and to implement the  
13 goals and objectives outlined in the California Children and Families First Act of 1998.

14 Section 3. AUTHORITY. The creation of the Riverside County Children and families  
15 first commission is made pursuant to Health and Safety Code Sections 130140, et seq.

16 Section 4. DEFINITIONS. As used in this ordinance, the following terms shall have  
17 the following meanings:

- 18 A. "Act" means the California Children and Families First Act of 1998.  
19 B. "California Children and Families Commission" means State Commission  
20 established in accordance with Health and Safety Code Section 130110.  
21 C. "Commission" means the Riverside County Children and Families  
22 Commission established in accordance with Health and Safety Code Section  
23 130140.  
24 D. "County Strategic Plan" means the plans adopted by the Commission and  
25 submitted to the California Children and families Commission pursuant to  
26 Health and Safety Code Section 130140.  
27 E. "Trust Fund" means the Children and Families Trust Fund established  
28 pursuant to Health and Safety Code Section 130105.

1           Section 5.     ESTABLISHMENT OF COMMISSION. There is established a  
2 commission to be known as the Riverside County Children and Families Commission.  
3 Such commission is a department agency of the County. Notwithstanding its status as a  
4 department agency of the County, the Commission shall have, consistent with statutory  
5 requirements, independent authority over the County Strategic Plan created pursuant to  
6 Section 13 and the Trust Fund established pursuant to Section 6.

7           Section 6.     ESTABLISHMENT OF TRUST FUND. There is established within the  
8 County Treasury a trust fund to be designated as the Riverside County Children and  
9 Families Trust Fund. All money received from the state commission to carry out the  
10 provisions of the California Children and Families First Act of 1998 will be placed in the  
11 Riverside County Children and Families Trust Fund, held by the County, for exclusive use  
12 of the Commission. All interest gained from the Riverside County Children and Families  
13 Trust Fund will be credited to the trust fund for use by the Commission.

14          Section 7.     MEMBERSHIP. The Commission membership shall consist of nine  
15 members.

16           A.     One member shall be a member of the Board of Supervisors and will not  
17                 have a term limit.

18           B.     Three (3) members shall be from among persons responsible for  
19                 management of County functions specializing in children prenatal through  
20                 age five (5) as follows:

21                     One member shall be from within Human Service Portfolio; one member  
22                     shall be from among the Health Officer or Riverside University Health  
23                     System (i.e., Public Health, Behavioral Health or Medical Center and  
24                     Clinics); and one member shall be from Riverside County Office of  
25                     Education.

26                     The four members described in Subsections A. and B. of this Section 7 shall  
27                     not be subject to the term limits specified in Section 8.

28           C.     Each member of the Board of Supervisors shall appoint one member. It is



1 recommended that the appointment follow the suggested categories  
2 described in the Children and Families Act, Health and Safety Code Section  
3 130140 (A)(iii). These remaining members shall be any of the following:  
4 (1) recipients of project services included in the County Strategic Plan; (2)  
5 educators specializing in early childhood development; (3) representatives  
6 of a local child care resource or referral agency, or a local child care  
7 coordinating group; (4) representatives of a local organization for  
8 prevention or early intervention for families at risk; (5) representatives of  
9 community-based organizations that have the goal of promoting nurturing  
10 and early childhood development; (6) representatives of local school  
11 districts; and (7) representatives of local medical, pediatric, or obstetric  
12 associations or societies. Although a member from each of the above-  
13 referenced categories is not required, it is desirable that members from as  
14 many categories as possible serve on the Commission at all times. Any  
15 member appointed to the Commission pursuant to this subsection shall  
16 reside and/or work in Riverside County at the time of appointment and for  
17 the duration of his or her term.

18 D. One member of the Board of Supervisors shall serve as an alternate member  
19 of the Commission.

20 Section 8. TERM.

21 Commission members shall serve at the pleasure of the Board of  
22 Supervisors. Commission members who are appointed by the Board of  
23 Supervisors shall serve a term of office in alignment with the appointing  
24 Supervisor's term, absent removal by the Board of Supervisors, except as  
25 otherwise provided in Section 7 of this Ordinance.

26 Section 9. VACANCIES AND REMOVAL.

27 A. A vacancy on the Commission occurs automatically on the happening of  
28 any of the following events before the expiration of the term:

- 1 1. Removal of the incumbent for any reason;
- 2 2. Death or resignation of the incumbent;
- 3 3. Ceasing to be a representative from the categories provided for in
- 4 Section 7; or
- 5 4. If the Commission holds only one regular meeting during each
- 6 calendar month, absence from three (3) consecutive regular or
- 7 special meeting or his/her absence from four regular or special
- 8 meetings in any twelve (12) month period.

9 B. The Secretary of the Commission shall certify the happening of any  
10 vacating event to the Board of Supervisors. The Board of Supervisors may  
11 waive any vacating event for any member of the Commission by a majority  
12 vote by the Board of Supervisors.

13 C. The Board of Supervisors shall make interim appointments to fill unexpired  
14 terms in the event of vacancies occurring during the term of members of the  
15 Commission. The interim appointment term of office will align with the  
16 term of office served by the appointing Board of Supervisors member. The  
17 Board of Supervisors shall act within 60 days to fill a vacancy.

18 Section 10. CHAIRPERSON RULES AND REGULATIONS. The members of the  
19 Commission shall annually elect a chairperson who shall serve for a term of one (1) year.  
20 The Commission shall make such rules and regulations as necessary to conduct its  
21 business.

22 Section 11. COMMISSION SUBJECT TO RALPH M. BROWN ACT. The  
23 Commission's meetings are subject to the open meeting laws contained in the Ralph A.  
24 Brown Act.

25 Section 12. COMPENSATION. The members of the Commission shall serve without  
26 compensation but may receive actual and necessary expenses incurred in carrying out their  
27 duties.

28 Section 13. DUTIES. The Children and Families Commission is charged with the

1 following duties:

- 2 A. To implement the goals and objectives of the Act.
- 3 B. To administer the monies in the Riverside County Children and Families  
4 Trust Fund.
- 5 C. The adoption of an adequate and complete County Strategic Plan for the  
6 support and improvement of early childhood development in the County in  
7 accordance with the provisions of Health and Safety Code Section 130140  
8 (a)(1)(C)(i) through (iv), as may be amended from time to time.
- 9 D. To conduct at least one public hearing on its proposed Strategic Plan before  
10 the plan is adopted.
- 11 E. To conduct at least one public hearing on its periodic review of the Strategic  
12 Plan before any revisions to the plan are adopted.
- 13 F. To submit its adopted County Strategic Plan, and any subsequent revisions  
14 thereto, to the Board of Superiors for review and comment, and then to the  
15 State Commission.
- 16 G. To prepare and adopt an annual audit and report pursuant to Health and  
17 Safety Code Section 130150. The Commission shall conduct at least one  
18 public hearing prior to adopting any annual audit and report.
- 19 H. To conduct at least one public hearing on each annual report by the State  
20 Commission prepared pursuant to Health and Safety Code Section  
21 130150(b).
- 22 I. Make copies of its annual audits and reports available to the general public  
23 on request at no cost.
- 24 J. To exercise all powers, duties and functions as prescribed by statute, the  
25 Board of Supervisors and the Commission.
- 26 K. To prepare and submit to the Board of Supervisors for review and comment,  
27 an annual budget.
- 28 L. To prepare and submit to the Board of Supervisors for review and comment,

its by-laws and subsequent amendments.

1  
2 Section 14. ESTABLISHMENT OF THE ADVISORY COMMITTEE.

- 3 A. An advisory committee is established to provide technical and professional  
4 expertise and support for any purpose that will be beneficial to  
5 accomplishing the purpose of the Act. Upon request of the Commission, the  
6 advisory committee shall make recommendations and reports to the  
7 Commission.
- 8 B. Membership of the advisory committee shall consist of representation of  
9 diverse interests, geographical regions, economic backgrounds, cultural and  
10 ethnic heritage of County residents with technical expertise or experience  
11 specific to children 0 through 5 years of age.
- 12 C. The number if members of the advisory committee will be a maximum of  
13 ten (10) persons, two appointments from each supervisorial district.
- 14 D. The individual term of the advisory committee members will be two years  
15 beginning with the date of appointment. There will be no limit to the  
16 number of terms an individual can serve on the committee, so long as the  
17 member actively participates in committee activities.
- 18 E. The advisory committee will annually elect a chair and vice chair.

19 Section 15. DUTIES OF THE ADVISORY COMMITTEE.

- 20 A. The purpose of the advisory committee is to:
- 21 1. Provide technical and professional expertise as well as ongoing  
22 support to the Commission for any purpose that will contribute to  
23 accomplishing the purpose of the Act and the local strategic plan.
- 24 2. Enhance the reputation and credibility of the Commission through  
25 increased engagement and communication with relevant  
26 stakeholders and the community at large as directed by the  
27 Commission.
- 28 B. The members of the advisory committee serve without compensation but

1 may receive actual and necessary expenses as incurred in carrying out their  
2 duties.

3 C. The members of the advisory committee have no authority to make, change,  
4 or implement policy, unless formal action is taken by the Commission.

5 Section 16. SEVERABILITY. If any section, subsection, sentence, clause or phrase of  
6 this Ordinance is for any reason held to be unconstitutional or invalid, such section,  
7 subsection, sentence, clause or phrase shall not affect the validity of the remaining portions  
8 of this Ordinance. The Board of Supervisors hereby declares that it would have passed this  
9 Ordinance and every section, subsection, clause or phrase thereof, irrespective of the fact  
10 that any one or more sections, subsections sentences, clauses or phrases be declared  
11 unconstitutional or invalid.

12 Section 17. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days after  
13 its adoption.”

14  
15 BOARD OF SUPERVISORS OF THE COUNTY  
16 OF RIVERSIDE, STATE OF CALIFORNIA


17 By: \_\_\_\_\_  
18 Kevin Jeffries, Chairman

18 ATTEST:  
19 KECIA R. HARPER  
20 CLERK OF THE BOARD:

21 By: \_\_\_\_\_  
22 Deputy

23 (SEAL)

24  
25 APPROVED AS TO FORM:  
26 July 26, 2019

27 By:   
28 Kristine Bell-Valdez  
Deputy County Counsel