



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION
Approved Minutes of Meeting, August 1, 2013
1345 B Paul Bunyan Rd. Susanville, CA.

PRESENT: Commissioners Wendy Blackmon, Joanna Zimmermann, Jim Chapman, Annette Sandborg, and Gene Smith were present. Alternate Commissioner Katherine Nielson and staff member Laura Roberts were present.

ABSENT: Commissioners Melody Brawley, Anita Osborn and Mary Ann Murin were absent

CALL TO ORDER: Chairperson Blackmon called the meeting to order at 1:35 p.m.

PUBLIC COMMENT: There was no public comment.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS: The Agenda was presented. Commissioner Smith moved to approve the agenda as presented. Commissioner Sandborg seconded the motion. There was no further discussion. The motion passed with no abstentions.

INFORMATION AND CONSENT CALENDAR: Commissioner Smith made a motion to approve the Information and Consent Calendar as presented. Commissioner Zimmermann seconded the motion. There was no discussion and the motion passed with Alternate commissioner Nielsen abstaining. Items approved on the consent calendar are the Minutes of August 1, 2013, the fiscal report of August and approval of transfer of funds from the trust account and payment of obligations as follows:

<u>August 1, 2013</u>		
Lassen Diversified Management	\$14,700	Project coordination and implementation for July & August 2013, Invoice 4668
Lassen Diversified Management	\$38.60	Duplication & Postage for July 2013, Inv. 4667
Lassen Diversified Management	\$483.27	Duplication & Postage for June 2013, Inv. 4664
Ellen Sherman	\$728.73	Expenses for Bridges out of Poverty Training June 17-20, 2013*
Pathways to Child & Family Excellence	\$52,623.20	Advance Payment For 2013-14, Invoice 121
First 5 Association of California Dues	\$125.00	Registration for F5 Small County Summit
Total	\$68,698.80	
		*Ellen Sherman was paid on 6/26/13, Ck # 1668, \$728.73

APPROVE AMENDED CLOSEOUT BUDGET FOR FY 2012-2013: Commissioner Zimmermann made a motion to approve the Amended Closeout Budget for FY 2012-13. Commissioner Chapman seconded the motion. There was no discussion and the motion passed with no abstentions.

APPROVAL OF AMENDED OPENING BUDGET: Alternate Commissioner Nielsen made a motion to approve the Amended Opening Budget for FY 2013-14. Commissioner Sandborg seconded the motion. There was no discussion and the motion passed with no abstentions.

REPORTS:

Annual Audit Progress: The audit binder has been prepared for the auditors. The audit process will begin on August 12, 2013. The goal is to have a draft of the completed audit ready for review by Commissioners at the September meeting. Evaluation data is added to the audit binder in the form of quarterly reports. Supplemental information will be provided to the auditors as it become available in August.

Annual Report Progress: The Annual Report is underway. Input of information into the online reporting system has begun. The analysis document from Social Entrepreneurs is underway at this time and a draft document will be ready for review by Commissioners at the September meeting.

Home Visiting: Pathways maintains an average case load of 56 families. At this time their caseload includes 10 families from Westwood, 8 families from the South County area, 1 family in the Ravendale area, 4 families in the North County area and the remainder from the Susanville and Honey Lake Valley area. The program is staffed by 4 full time home visitors and 1 part time home visitor.

Oral Health: The oral health report is contained in the Commission packet.

CUCF--Bridges Out of Poverty: The Bridges Out of Poverty (BPO) and Getting Ahead training was reported on by Mae Sherman. She thanked the Commission for supporting the training team with funding for their tuition and expenses. Mae stated that the trainings will occur later in June. Those who completed Phase I and II of BOP are eligible to attend the training. Mae stated that working on poverty is a complex process and money is not the answer.

Young Child Wellness System (YCWS): The merger of YCWS into the Children's System of Care, ART and SAT, is progressing. The governance and operations committees have had limited time to meet but progress is made as time permits. Dr. Harris and Dr. Lofthaus are now working at County Behavioral health. Dr. Harris is the child psychiatrist.

Help Me Grow Service Coordination System (HMG): The Help Me Grow Summit is fast approaching and at this time Cheryl Damm and Becky Roberts have expressed interest in attending.

Touchpoints: The next training is planned for August 20, 21, and 22. Terri O'Bryan reported on the National Touchpoints Conference that was held in Boston. They had the privilege of meeting T. Barry Brazelton. Kristy Brandt was awarded for her development and maintenance of the Napa Infant Mental Health Institute. Terri reported on the various workshops that she attended, Newborn Observation, Family Connections, the use of media in bringing people in, and Community Café model of promoting collaboration. Beth from Alameda was helpful at the conference in sharing ideas for keeping Touchpoints going and sharing trainers.

Other: Commissioner Brawley reported that MAA is moving forward but the County will participate at this time in a small way. She added that Emotional Intelligence training for staff has been provided by UC Davis. A new Clinical Supervisor, Pam Grosso begins work soon at Behavioral Health, and a Food Summit will occur on July 9th from 9am. Until 3pm at the Johnstonville Grange Hall.

ADJOURN: There being no further business; the meeting was adjourned at 2:45 p.m.

Respectfully Submitted,



Laura J. Roberts
Executive Director