



**LASSEN COUNTY**  
**CHILDREN & FAMILIES COMMISSION**  
 Date of Meeting: October 10, 2018  
 Time of Meeting: 1:30 -3:00 p.m.  
 Meeting Place: Lassen County Office of Education  
 472-013 Johnstonville Road  
 Susanville, CA 96130

## Minutes

### ATTENDANCE

Anita Osborn	Present	Wendy Jacobs	Present
Mary Ann Murin	Absent	David Teeter	Present
Wendy Blackmon	Present	Barbara Longo	Absent
Mae Sherman	Present		
Jessica Jones	Present	Laura Roberts	Present

### 1. CALL TO ORDER — Welcome and Introductions

Name	Time
Commissioner Sherman	1:29 pm

2. **PUBLIC COMMENT:** Members of the public are given the opportunity to address the Commission on items of interest and within the jurisdiction of the Commission as such items are discussed. This time is allowed for public input on any item not on the agenda. Time may be limited, depending on the number of speakers and items of business.

Name	Subject
	None

### 3. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

**Action**

<b>COMMENT: None</b>			
Motion	Moved	Second	Pass
Approve agenda	Teeter	Jones	Y

**4. INFORMATION AND CONSENT CALENDAR**

**Action**

Approval of Minutes of September 6, 2018

Approval of Fiscal Reports

Approval of Transfer of Funds from Trust Account and Payment of Obligations

<b>COMMENT: None</b>			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Approve Minutes of September 6, 2018; Fiscal Reports, Transfer of Funds from Trust Account and Payment of Obligations.	Teeter	Jacobs	Y

**Lassen County Children and Families Commission**

**October 10, 2018 for FY 2018-2019**

**Transfer of Funds Request**

Lassen Diversified Management	\$6,491.66	Contract Implementation for September 2018 Inv. 5109
Lassen Diversified Management	\$444.73	Duplication for September 2018 Inv. 5119
Social Entrepreneurs, Inc	\$2,554.75	Consulting services for August, 2018 Inv. 4453
Alliant Insurance Services, Inc	\$1,348.24	Special Liability Insurance for 2018-19 Inv. 1206
Singleton Auman PC	\$6,000.00	Audit of Financial Statement Fy ending 6/30/18 Inv 47561
U.S. Postal Service	\$96.00	Annual Fee for Commission PO Box*
Bailey Data Management	\$2,700.00	Annual Web-hosting & Annual Database Fee Inv 471**
<b>Total</b>	<b>\$19,635.38</b>	
* U.S. Postal Service was paid on 9/13/18 with check #1882 - \$96.00		
** Bailey Data Management was paid on 9/13/18 with check # 1881 - \$2,700		

**5. FINAL REVIEW OF ANNUAL AUDIT AND ANNUAL REPORT**

**Discussion**

<b>COMMENT: None</b>
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**6. PUBLIC HEARING LASSEN FIRST 5 ANNUAL AUDIT** **Hearing**

<b>Comment: None</b>	<b>Opened</b>	<b>Closed</b>
	<b>1:33 pm</b>	<b>1:34 pm</b>

**7. PUBLIC HEARING LASSEN FIRST FIVE ANNUAL REPORT** **Hearing**

<b>Comment: None</b>	<b>Opened</b>	<b>Closed</b>
	<b>1:34 pm</b>	<b>1:35 pm</b>

**8. ADOPTION OF FIRST 5 LASSEN ANNUAL REPORT AND FIRST 5 LASSEN ANNUAL AUDIT** **Action**

<b>Comment: None</b>			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Approve First 5 Lassen Annual Audit and First 5 Lassen Annual Report	Osborn	Jacobs	Y

**9. UPDATE ON COMMISSION INFRASTRUCTURE RESEARCH** **Discuss**

**Comment:** ED Roberts gave updated Infrastructure. Updated report very similar to report in 2012. The main difference is if the commission decides to utilize COE infrastructure options then MAA reimbursements will no longer be available. The commission indicated the best solution is to maintain the current structure of full contracted services. ED Roberts expressed desire to fulfill her contract through June 30th, 2020. She will continue to subcontract with Tim Clark through the duration of her contract.

**10. REPORTS AND UPDATES** **Information**

<b>Report</b>	<b>Update</b>
Big Valley Preschool	None
Quality Counts/First 5 Impact Project Update	None
Home Visiting, Touchpoints	Osborn: The training team intends to offer a spring training, assuming they can work out financial compliance with the Nation Touchpoints Center to remain certified to train.
Lassen HEART	Jones: Met this morning and the main topic was change in providing transportation. CCS will no longer be providing transportation. Services will be provided the Partnership. This will cause some disruption until the transition is completed.
Health Collaborative, Children's Oral Health Committee	Jones: Had a meeting at the end of September Banner Hospital led the meeting and 6 work groups are working on various projects. Wellness and Prevention has been added to the work groups. Oral Health is in Bieber today providing their services. Services have been extended to ages 0-21 plus pregnant women.
211 Efforts	Jones: Nothing new since last meeting. Still working out details.

Other	Jones: It has been discovered at the most recent SIDS conference that the First 5 New Parent kits contain nothing regarding SIDS. Need to look into seeing what we can add to the New Parent kits to educate parents. Three cases of SIDS have been recorded locally this year.
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**11. Adjourn**

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**FY 18/19 Meetings:** October 10, 2018; February 7, 2019; April 4, 2019; June 6, 2019