



***LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION***

Date of Meeting: September 6, 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	Present	David Teeter	Present
Wendy Blackmon	Present	Barbara Longo	Present
Mae Sherman	Present		
Jessica Jones	Present	Laura Roberts	Present

1. CALL TO ORDER — Welcome and Introductions

Name	Time
Commissioner Sherman	1:31pm

- 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
Wendy Blackmon/ Anita Osborn	Community Cafe: October 16th 1-4pm at Monticola Club for a community assessment meeting with Sierra Cascade Family Opportunities.
Wendy Blackmon	UNION STREET HEAD START. No waiting list for ages 3-5. TA's are needed.

3. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Action

COMMENT: Need to change date of previous minutes from June 2nd to June 7th.			
Motion	Moved	Second	Pass
Approve corrected agenda.	Jacobs	Blackmon	Y

4. APPROVAL OF EXECUTIVE COMMITTEE ACTIONS

Action

Financial Payments for August 2018

COMMENT: None			
Motion	Moved	Second	Pass
Approve Executive Committee Actions listed below	Teeter	Jones	Y

Executive Committee Actions		
Lassen County Children and Families Commission		
August 2018 for FY 2018-2019		
Transfer of Funds Request		
Lassen Diversified Management	\$6,491.66	Contract Implementation for August 2018 Inv. 5103
Lassen Diversified Management	\$42.09	Duplication & Postage for July 2018 Inv. 5104
First Five Association Dues	\$3,125.00	Dues for 2018-19 Inv. 010*
Pathways to Child & Family Excellence	\$54,060.00	FY 2018-19 Advance Payment Inv. 198
Total	\$63,718.75	
* First Five Association dues were paid on 7/26/2019 with check# 1877		

5. INFORMATION AND CONSENT CALENDAR

Action

- Approval of Minutes of June 7, 2018
- Approval of Notes of August 2, 2018 - No Quorum Meeting
- Approval of Fiscal Reports
- Approval of Transfer of Funds from Trust Account and Payment of Obligations

COMMENT: None			
Motion	Moved	Second	Pass
Approve Minutes June 7, 2018; Notes of August 2, 2018; Fiscal Reports; Transfer of Funds from Trust Account and Payment of Obligations.	Blackmon	Osborn	Y

Lassen County Children and Families Commission		
September 6, 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	\$120.36	Duplication for August 2018 Inv. 5104
Bailey Data Management	\$1,000.00	Revision of Pathways Home Visit Report Inv. 468
Total	\$7,612.02	

6. PUBLIC HEARING — Revised Policies and Procedures

Hearing

Comment: None	Open	Closed
Commissioner Sherman	1:39pm	1:41pm

7. APPROVE CLOSING BUDGET FOR FY 17-18

Action

COMMENT: None			
Motion	Moved	Second	Pass
Approve closing Budget for FY 17-18	Teeter	Blackmon	Y

8. EVALUATION REPORT REVIEW AND APPROVAL

Action

COMMENT: ED Roberts gave brief summary of changes made to audit. Added statistic of children served above 5 years old since they were part of the families served. Remove individual names from Appendix C.			
Motion	Moved	Second	Pass
Approve Evaluation Report	Longo	Teeter	Y

9. ANNUAL AUDIT

Action

Review of Annual Audit and Schedule Public Hearing

COMMENT: ED Roberts presented the results form the audit. No issues were reported			
Motion	Moved	Second	Pass
Approve to schedule Public Hearing 10/4/18	Blackmon	Jones	Y

10. ANNUAL REPORT

Action

Review of Draft Annual Report and Schedule Public Hearing

COMMENT: ED Roberts gave explanation to the data collection changes to the AR. Updated information was shared and some statistics need to be verified before finalized.

Motion	Moved	Second	Pass
Approve to schedule Public Hearing with correction 10/4/18	Blackmon	Jacobs	Y

11. UPDATE ON COMMISSION INFRASTRUCTURE RESEARCH

Discuss

COMMENT: Report will be completed for 10/4/18 Meeting

12. REPORTS AND UPDATES

Information

Report	Update
CALWORKS Home Visiting Update	Longo: Application was released and determined that the county did not have the capacity to pursue at this time.
Big Valley Preschool	Clark: High lights from report. 25 children in attendance and looking at other funding options. Migrant ED has been a huge help.
QRIS/First 5 Impact Project Update	Freeman: Big Valley and Lassen Library have been added to participate in this program. Training: November 2nd at LCOE and November 3rd at Red Bluff. Family, Friend and Neighbor (FFN) childcare providers are welcome to participate in this program as well.
Home Visiting, Touchpoints	Osborn: Shared problem of the requirement of paying an annual fee and all the additional expense to stay current and offer training for Touchpoints. Head Start would like to send staff.
Lassen HEART	Jones: Ronda Hall has been getting the word out. First time ever the 800 number has been used and it has been used 37 times this year.
Health Collaborative, Children's Oral Health Committee	Jones: New Oral Health Program Coordinator. 17 oral health outreaches. Long Valley Charter (Doyle) 37 kids were screened. Working with WIC to provide screenings and services. Possible need for First 5 assistance.
211 Efforts	Jones: Legislation has passed to have utility companies cover this. Next step is to regionalize with Butte, Plumas, Sierra, etc, to get the best bid options.
Other	None

13. Adjourn

FY 18/19 Meetings: October 4, 2018