



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: February 20, 2020

Time of Meeting: 1:30 - 3:00 p.m.

Meeting Place: Lassen County Office of Education
472-013 Johnstonville Road
Susanville, CA 96130

Minutes (Draft)

ATTENDANCE

Mae Sherman	Present	David Teeter	Present
Wendy Blackmon	Present	Barbara Longo	Absent
Mary Ann Murin	Present	Ronda Hall	Present
Michelle Godman	Present	Laura Roberts	Present
Wendy Jacobs	Present	Tim Clark	Present
Vacancy			

1. CALL TO ORDER — Welcome and Introductions

Name	Time
Sherman	1:34 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	Open: 1:34 pm	Closed: 1:35 pm
Hall	Nicotine Coalition meetings first Tuesday of the Month and looking for community members to be involved.		

3. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Action

COMMENT: Clark: Add Mid Year Home Visiting Report to 7A and Change 8 from information to discussion			
Motion	Moved	Second	Pass
Approve Updated Agenda	Hall	Blackmon	Y

4. APPROVAL OF EXECUTIVE COMMITTEE ACTIONS

Action

Financial Payments for November 2019, December 2019, January 2020

5. INFORMATION AND CONSENT CALENDAR

Action

Approval of Minutes of October 3, 2019
 Approval of Fiscal Reports for February 2020
 Approval of Transfer of Funds from Trust Account and Payment of Obligations

COMMENT: Godman noted some typos in minutes from October 3, 2019			
Motion	Moved	Second	Pass
Approve corrected and updated Minutes of October 3, 2019, Fiscal Reports for February 2020; Transfer of Funds from Trust Account and Payment of Obligations.	Blackmon	Godman	Y
Lassen County Children and Families Commission			
February 20, 2020 for FY 2019-2020			
Transfer of Funds Request			
Lassen Diversified Management	\$6,325.00	Contract Implementation for February 2020. Inv. 5225	
Lassen Diversified Management	\$399.69	Duplication for January 2020. Inv. 5226	
Pathways to Child & Family Excellence	\$55,140.00	2nd Quarter FY 2019-20. Inv. 221	
Total	\$61,864.69		

6. ED RECRUITMENT FINAL EVALUATION AND RECOMMENDATION

Discussion

COMMENT: Sherman: Gave update on the ED Recruitment. Teeter and Sherman had one applicant (Tim Clark) and they conducted an interview with the applicant.
Teeter: Recommended that the Commission should move forward with the application process with Tim Clark.

7. RECOMMENDATION ACCEPTED & AUTHORIZE ED RECRUITMENT COMMITTEE TO ENTER CONTRACT NEGOTIATION

Action

COMMENT:			
Motion	Moved	Second	Pass
Motion to accept recommendation and authorize ED Recruitment Committee to enter contract negotiation.	Teeter	Hall	Y

7A. MID-YEAR HOME VISITING PROGRAM REPORT

Discussion

Comment: Clark: Gave brief explanation of the mid-year report and that it is helpful for the annual review of the strategic plan and long range financial plan.
Godman: Asked some questions regarding the Client Characteristics on page 2.
Clark: Mentioned that he would forward explanation to the commissioners once he has the information.

8. VISION SCREEN SYSTEM PRESENTATION

Discussion

COMMENT: Andrea Huggins: Gave presentation on the Vision Screener plusoptiX S12C. Shared that they would be happy to screen any child with a referral but with limited man power, they would not be able to expand access at beyond the referral. This year to date there have been 10 referrals.

Roberts: Shared concerns of potential duplication of services since there are other avenues for children to get a vision screening. Additional challenges would be to see how this would fit in with the strategic plan and long range financial plan. She also stated that this looks like this is a great vision screening tool.

Muttera: Dr. Boomer is not selling his optometrist practice, but is renting it out to a new eye doctor. So there may be opportunities for those who are needing glasses to get them locally, but it is unknown at this time.

9. POLICY AND PROCEDURE UPDATE

Information

COMMENT: Clark: Shared that Lassen County Counsel has been performing a review of F5 Lassen Polices and Procedures. With this direction, there are sum changes and updates that are being made. While the review and final language has not been completed, there are substantive changes to the Procurement Section and Conflict of Interest. It is hoped that by the April meeting a completed draft will be available for review.

10. BEGIN ANNUAL REVIEW OF STRATEGIC PLAN AND LONG RANGE FINANCIAL PLAN

Discussion

Comment: Clark: Announced that it is that time of year to begin the review of the strategic plan and long range financial plan. Shared that funding is beginning to drop with the FY 19-20 to be projected 15% lower than normal. The SPCFA augmentation contract will be up in FY 20-21.

Roberts: There has been no information about the SPCFA being renewed, but it is hopeful that it will be.

11. REPORTS AND UPDATES

Report	Update
Quality Counts/First 5 Impact Project Update	Freeman: Region 2, comprised of six counties, applied for a small grant and will be rewarded it. There is talk that the grant will continue for another five years. There are 23 sites in Lassen County and all of them have applied for all their money. Their purchases help with environment and professional development. Total grant dollar amount last year, \$33,500.
Lassen HEARTS	Hall: Big event: Parent and Educator conference on March 28, 2020 featuring the artist Jason Kotechi.
Health Collaborative	Hall: Community Health Fair on April 18,2020 in the SIR Gymnasium.

Children's Oral Health Committee	Muttera: Picked up more WIC events: Bieber and Westwood (12 kids). Outreach to Diamond View being involved with You Matter. Big Valley Preschool. Oral Health Taskforce meeting, The mascots will be visiting Union Street and Levitte Lake, Full Time Oral Health Program Coordinator. April Kindgeraten round up
211	Clark: Silas Rojas is the person in the county that is heading up the 211 efforts. The state has made money available and is working in building up the infrastructure to support an emergency 211. There is a 5 year contract with a company in Orange County who will facilitate the emergency 211 service. HHS is working to add the non emergency 211 system. Things are beginning to progress in the right direction.
Supply Bank	Clark: Justin reached out with a letter from the ED of Supply Bank. Looks like early march there will be another update. No diapers at this time.
CalWORKs Home Visiting Program	Clark: Nothing to report at this time.
ED Report	Clark: Shared that there was a request to change the meeting time at the October meeting. Upon further examination of the other times to meet, the existing meeting time really is the best time since many of the Commissioners have full time jobs. With Anita Osborn not extending her term, there is a vacancy. The position has qualifications under section 3 of the bylaws.
Form 700	Clark: It is that time of year to have all Commissioners to submit their Form 700. He will send out the form to all Commissioners.

12. Adjourn

FY 19/20 Meetings:

February 6, 2020; April 2, 2020; June 4, 2020