



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

Date of Meeting: October 3, 2019

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**

<b>Anita Osborn</b>	Present	<b>Wendy Jacobs</b>	Present
<b>Mary Ann Murin</b>	Absent	<b>David Teeter</b>	Present
<b>Wendy Blackmon</b>	Absent	<b>Barbara Longo</b>	Present
<b>Mae Sherman</b>	Present	<b>Ronda Hall</b>	Present
<b>Michelle Godman</b>	Present	<b>Laura Roberts</b>	Absent
		<b>Tim Clark</b>	Present

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

<b>Name</b>	<b>Time</b>
Commissioner Sherman	1:32pm

- 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.

<b>Name</b>	<b>Subject</b>
Longo	Cynthia Raschein is now the Public Health Director. There is a great on boarding program planned to bring her up to speed.
Godman	Requested a potential to meet at a different time

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

**Action**

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

**4. INFORMATION AND CONSENT CALENDAR**

**Action**

- Approval of Minutes of September 5, 2019
- Approval of Fiscal Reports for October 2019
- Approval of Transfer of Funds from Trust Account and Payment of Obligations

<b>COMMENT:</b> Commissioner Godman stated that item 5 on the minutes needs to reflect Teeter as the who moved on this item. Commissioner Osborn abstained from voting.			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Approve Minutes September 5, 2019 with Corrections, Fiscal Reports for October 2019; Transfer of Funds from Trust Account and Payment of Obligations.	Jacobs	Hall	Y

<b>Lassen County Children and Families Commission</b>		
<b>October 3, 2019 for FY 2019-2020</b>		
<b>Transfer of Funds Request</b>		
Lassen Diversified Management	\$6,325.00	Contract Implementation for October 2019. Inv. 5199
Lassen Diversified Management	\$555.48	Duplication for September 2019. Inv. 5200
Bailey Data Management	\$2,700.00	Annual Web Hosting & Database fee Inv. 486
Alliant Insurance Services, Inc.	\$1,352.73	Special Liability Insurance. Inv. 5301
<b>Total</b>	<b>\$10,933.21</b>	

**5. SEPTEMBER 5, 2019 MINUTES WHERE ED/REPRESENTATIVE WERE RECUSED**

**Action**

<b>COMMENT:</b>			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Strike invalid motion due to a non-commissioner seconding the motion. Approve updated corrected minutes.	Longo	Godman	Y

**CLARK RECUSED HIMSELF AT 1:47 PM**

**6. AUTHROIZE COMMISSIONER TO UTILIZE COUNTY COUNSEL**

**Action**

- Review of Annual Audit and Schedule Public Hearing

<b>COMMENT: Updated Budget</b>			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Commissioner Godman took minutes for this item. See attached minutes.			

**7. ED CONTACT DEVELOPMENT PROGRESS REPORT****Discussion**

<b>COMMENT:</b>			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Commissioner Godman took minutes for this item. See attached minutes.			

CLARK ENTERED ROOM AND RESUMED MINUTES AT 2:05 PM.

**8. FINAL REVIEW OF ANNUAL EVALUATION REPORT, ANNUAL AUDIT, Discussion AND ANNUAL REPORT**

<b>COMMENT:</b> Osborn noticed typo on Annual Evaluation Report page 6.
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**9. PUBLIC HEARING F5 LASSEN ANNUAL EVALUATION REPORT****Hearing**

<b>Comment: None</b>	<b>Opened</b>	<b>Closed</b>
	<b>2:09 pm</b>	<b>2:10 pm</b>

**10. PUBLIC HEARING F5 LASSEN ANNUAL AUDIT****Hearing**

<b>Comment: None</b>	<b>Opened</b>	<b>Closed</b>
	<b>2:10 pm</b>	<b>2:11 pm</b>

**11. PUBLIC HEARING F5 LASSEN ANNUAL REPORT****Hearing**

<b>Comment: None</b>	<b>Opened</b>	<b>Closed</b>
	<b>2:12 pm</b>	<b>2:13 pm</b>

**12. ADOPTION OF F5 LASSEN ANNUAL EVALUATION REPORT, ANNUAL REPORT, & ANNAUL AUDIT Action**

<b>COMMENT:</b>			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Approve the adoption of F5 Lassen Annual Evaluation Report, Annual Report, and Annual Audit.	Osborn	Godman	Y

### 13. REPORTS AND UPDATES

Report	Update
Quality Counts/First 5 Impact Project Update	None
Lassen HEARTS	Hall: MCAH had their annual review report and was very successful with a few minor fixes. With LCOE promoted reading adventures that encourage kids to read by providing a free book and the opportunity to watch the movie verse of book at the movies theater. LCOE provided popcorn to those who watched the movie. On November 2nd Weston Games will be shown at the movie theater. Clients really appreciate the free books.
Health Collaborative	October 25th at 9am - 1616 Chestnut BCH.
Children's Oral Health Committee	Muttera: This school year has been very busy so far! Attended the Youth Empowerment Summit and saw 17 kids. The Tooth Fairy read to kids at the Library. Saw some children at the Preschool at the College. Saw 5 infants at Early Head Start who had the kids in healthy habits of brushing and this habit continues as the kids move to the Head Start sites. Trained the Trainer at the college with great results and nurses had oral health days which connected overall health to oral health. First time at Janesville School and had 50 permissions slips. Debbie is having difficulty in purchasing portable equipment to expand services. Attends the Clinic every Monday from 1-4 PM and currently framing an MOU to have college students help at the clinic.
Supply Bank	Clark: Nothing to report at this time. Will forward any updates when they become available.
CalWORKs Home Visiting Program	Clark: Nothing to report at this time. Will forward any updates when they become available. Longo: Will forward information as she receives it.
211	Longo: Still working on the project.
Anita Osborn	Teeter: Thanked for her service. Osborn: Shared her thankfulness for being able to be a commissioner.
Flu Clinic	Hall: October 9th - 9-5:30 at the fair grounds. It is advertised on the radio.

### 14. Adjourn

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#### FY 19/20 Meetings:

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