



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: August 6, 2020
Time of Meeting: 1:30 PM - 3:00 PM

DUE TO COVID-19 and the executive orders of both President Trump and Governor Newsom we will be meeting virtually. Governor Newsom has lifted some of the restrictions of the Brown Act to allow commissions to meet virtually.

Meeting Call In Number: +1 669 900 6833

Meeting ID: 837 0056 0594

Password: 016310

Minutes

ATTENDANCE

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

1. CALL TO ORDER — Welcome and Introductions

Name	Time
Mary Ann Murin	1:36 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: 1:37 PM	Closed: 1:38 PM
	None		

3. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Action

COMMENT:				
Motion	Moved	Second	Pass	
Motion to approved agenda.	Teeter	Longo	Y	

Record of Vote

Mary Ann Murin	Yes	David Teeter	Yes
Michelle Godman	Yes	Barbara Longo	Yes
Wendy Jacobs	Yes	Ronda Hall	Yes
Phoebe Freeman	Yes		

4. APPROVAL OF EXECUTIVE COMMITTEE ACTIONS
 Financial Payments for July 2020

Action

COMMENT:			
Motion	Moved	Second	Pass
Approve Executive Committee Actions on financial payments for July 2020.	Freeman	Hall	Y

Record of Vote			
Mary Ann Murin	Yes	David Teeter	Yes
Michelle Godman	Yes	Barbara Longo	Yes
Wendy Jacobs	Yes	Ronda Hall	Yes
Phoebe Freeman	Yes		

Lassen County Children and Families Commission		
July 2020 for FY 2020-2021		
Transfer of Funds Request		
Tim Clark Management, LLC	\$6,325.00	Contract Implementation for July 2020. Inv. 1028
Lassen Diversified Management	\$128.04	Duplication & Expenses for June 2020. Inv. 5258
Total	\$6,453.04	

5. INFORMATION AND CONSENT CALENDAR

Action

- Approval of Minutes of June 4, 2020
- Approval of Fiscal Reports for August 2020
- Approval of Transfer of Funds from Trust Account and Payment of Obligations

COMMENT:			
Motion	Moved	Second	Pass
Approve Minutes of June 4, 2020, Fiscal Reports for August 2020, Transfer of Funds from Trust Account and Payment of Obligations.	Teeter	Freeman	Y

Record of Vote			
Mary Ann Murin	Yes	David Teeter	Yes
Michelle Godman	Yes	Barbara Longo	Yes
Wendy Jacobs	Yes	Ronda Hall	Yes
Phoebe Freeman	Yes		

Lassen County Children and Families Commission		
August 2020 for FY 2020-2021		
Transfer of Funds Request		
Tim Clark Management, LLC	\$6,325.00	Contract Implementation for August 2020. Inv. 1029
Tim Clark Management, LLC	\$95.92	Duplication & Expenses for July 2020. Inv. 1030
Total	\$6,420.92	

6. POLICIES AND PROCEDURES - PUBLIC HEARING

Hearing

Comment:	Opened	Closed
None	1:42 pm	1:43 pm

7. APPROVE AND ADOPT UPDATED POLICIES AND PROCEDURES

Action

COMMENT:			
Motion	Moved	Second	Pass
Motion made to approve and adopt the updated Policies and Procedures.	Longo	Freeman	Y
Record of Vote			
Mary Ann Murin	Yes	David Teeter	Yes
Michelle Godman	Yes	Barbara Longo	Yes
Wendy Jacobs	Yes	Ronda Hall	Yes
Phoebe Freeman	Yes		

8. APPROVE CLOSING BUDGET FOR FY 19-20

Action

COMMENT:		
Motion	Moved	Second
Motion made to approve the closing budget for FY 19-20.	Teeter	Hall

Record of Vote			
Mary Ann Murin	Yes	David Teeter	Yes
Michelle Godman	Yes	Barbara Longo	Yes
Wendy Jacobs	Yes	Ronda Hall	Yes
Phoebe Freeman	Yes		

9. F5 LASSEN COVID-19 SUPPLIES REPORT FY 19-20

Information

COMMENT: Clark - Reviewed report.

10. F5 LASSEN COVID-19 SUPPLIES FY 20-21 UPDATE

Information

COMMENT: Clark - There is an excess of supplies allowing an additional distribution in September.

11. REPORTS AND UPDATES

Report	Update
Quality Counts/First 5 Impact Project Update	Freeman - New grant cycle has begun resulting in each grantee receiving half of the funds up front. The remaining funds will be given at the end of the year.
Lassen HEARTS	Hall - COVID has reduced outreach in the community. Seeking other opportunities to reach out to the community while maintaining safety measures. Typically MCAH and Lassen HEARTS has relied on word of mouth, but it is evident that another strategy is needed now. Despite the challenges, program information has been given out to the schools in the area.
Health Collaborative	Longo - Due to COVID-19 the health collaborative has been postponed until the work load is reduced and capacity allows for the collaborative to continue.
Children's Oral Health Committee	Hall - It is also on pause. Muttera is still passing out tooth brush kits and in the kindergarten round up. Due to the current challenges, Muttera is outreaching to other counties to see how other counties are doing.
F5 COVID-19 Emergency Supply Committee	Clark - The committee drafted protocols that guide the dispersement of supplies. Thank you to Public Health for allowing us to use their staging area!
F5 Home Visiting Coordination Funding	Clark - Sarah Boxx has not committed to taking on the project but has requested to get a meeting together with key partners in our county to have a meeting to discuss this funding opportunity.
Laura Robert's Retirement Zoom	Clark- August 17 @ 10am there will be a special Zoom meeting to honor Lassen Diversified Management for their hard work and dedication to F5 Lassen. The Commission will be purchasing two plaques. Some additional gifts were purchased to accompany the plaques using personal contributions. If anyone who would like to contribute money for these additional gifts you are more than welcome to do so.
Head Start	Jacobs - We are making modifications to our routines to accommodate the protocols for COVID-19. We do have slots open.

12. ADJOURN @ 2:11 PM

FY 20/21 Meetings:

August 6, 2020; September 3, 2020; October 1, 2020