



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: April 22, 2024
Time of Meeting: 9:00 a.m. - 11:00 a.m.
Location: Lassen County Office of Education
472-013 Johnstonville Road, Susanville, CA 96130

Below is the meeting information to grant public access to the Commission Meetings. All commissioners are required to attend in person, but community members, are invited to join in person or use the information below.

Meeting Call-In Number: +1 669 900 6833
Meeting ID: 894 4353 2032
Passcode: 689968

Minutes

ATTENDANCE

Jessica Stading	Present	Chris Gallagher	Present
Jodi Neuenschwander	Present	Barbara Longo	Absent
Ronda Hall	Present	Theresa Woodbury	Present
Melissa Rakestraw	Present	Tim Clark	Present
Pam McGuire	Absent		

1. CALL TO ORDER — Welcome and Introductions

Name	Time	
Hall	9:03	AM

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

COMMENT: Clark requests to add item 5.1 to approve the SEI expenditure of \$200 to cover the cost of stipends for those who are interviewed about the referral satisfactory.

Motion	Moved	Second	Pass
Gallagher moves to request adding item 5.1 to approve the SEI expenditure of \$200 to cover the cost of stipends.	Gallagher	Stading	Y

Record of Vote

Chris Gallagher	Yes	Theresa Woodbury	Yes
Ronda Hall	Yes	Jodi Neuenschwander	Yes
Jessica Stading	Yes	Melissa Rakestraw	Yes

4. APPROVAL OF EXECUTIVE COMMITTEE ACTIONS

Action

Financial Payments for March and April 2024

COMMENT: None			
Motion	Moved	Second	Pass
Approve financial payments for March 2024 and April 2024	Woodbury	Neuenschwander	Y

Lassen County Children and Families Commission		
March 2024 for FY 2023-2024		
Transfer of Funds Request		
Miriam Vargas	\$462.50	Lassenlinks.org update (1 of 2) Inv. 0096
Sarah Boxx, Inc	\$10,325.00	HV RTA Contract Support (1 of 2) Inv. 135
Social Entrepreneurs, Inc.	\$1,045.00	Evaluation Support 1/31/24, Inv. 6187
Tim Clark Management LLC	\$15.20	Duplication/Stamps, Etc for Jan/Feb 2024, Inv. 1111
Tim Clark Management LLC	\$6,957.50	Contract Implementation for February 2024, Inv. 1112
Total	\$18,805.20	

Lassen County Children and Families Commission		
April 2024 for FY 2023-2024		
Approve Request		
Morning Glory	\$1,163.34	Diapers/Wipes Public Health Inv 397416
Pathways to Child and Family Excellence	\$58,520.00	Q3 FY 23/24 Contract Implementation Inv. 288
Social Entrepreneurs, Inc.	\$3,630.00	Evaluation Support 2/29/24, Inv. 6213
Tim Clark Management LLC	\$618.16	Lassen Links Fliers and email, for Mar 2024, Inv. 1116
Tim Clark Management LLC	\$6,957.50	Contract Implementation for April 2024, Inv. 1115
Total	\$70,889.00	

Lassen County Children and Families Commission		
April 2024 for FY 2023-2024		
Transfer of Funds Request		
Pathways to Child and Family Excellence	\$58,520.00	Q3 FY 23/24 Contract Implementation Inv. 288
Social Entrepreneurs, Inc.	\$3,630.00	Evaluation Support 2/29/24, Inv. 6213

Tim Clark Management LLC	\$618.16	Lassen Links Fliers and email, Etc for Mar 2024, Inv. 1116
Tim Clark Management LLC	\$6,957.50	Contract Implementation for April 2024, Inv. 1115
Total	\$69,725.66	

Record of Vote

Chris Gallagher	Yes	Theresa Woodbury	Yes
Ronda Hall	Yes	Melissa Rakestraw	Yes
Jessica Stading	Yes	Jodi Neuenschwander	Yes

5. INFORMATION AND CONSENT CALENDAR

Action

Approval of Minutes of February 26, 2024
Approval of Fiscal Reports for April 2024

COMMENT:			
Motion	Moved	Second	Pass
Approve Minutes of February 2024 and Fiscal Reports for April 2024.	Stading	Gallagher	Y

Record of Vote

Chris Gallagher	Yes	Theresa Woodbury	Yes
Ronda Hall	Yes	Jodi Neuenschwander	Yes
Jessica Stading	Yes	Melissa Rakestraw	Yes

5.1 SEI STIPEND EXPENDITURE FOR INTERVIEWS

Action

COMMENT: SEI is requesting feedback from parents working with Pathways. Kim Hopkins and Rebecca Roberts will set up surveys. Hopkins will have 15 minute spot with each person participating. Hopkins is requesting \$200 in gift cards for an incentive for parents to take the survey. This \$200 is not in their contract. This is authorizing SEI to send an expense invoice.

Motion	Moved	Second	Pass
Approve that SEI bills for up to \$200 in stipends for participants in F5 Lassen Home Visiting Program who complete the survey.	Gallager	Stading	Y

Record of Vote

Chris Gallagher	Yes	Theresa Woodbury	Yes
Ronda Hall	Yes	Melissa Rakestraw	Yes
Jessica Stading	Yes	Jodi Neuenschwander	Yes

6. FIRST 5 LASSEN LONG RANGE FINANCIAL PLAN FY 23/24 - 27/28 REVIEW **Discussion**

Summary
In the Strategic Plan First 5 has one edit to be made. It states that there is a 71.2% decline. It needs to be changed to a 28% decline. The First 5 Commission went over Pathway's goals for FY23-24 to 27-28.

7. PATHWAYS DRAFT CONTRACT FY 24/25 **Discussion**

Summary
Due to funding changes, First 5 Lassen did not do a three year contract for Pathways. First 5 Lassen did a one year contract with the possibility of extending it twice. The changes to be made is in reflection of the total contract amount of what First 5 Lassen will be receiving from SPCFA. It has gone down for the 24-25 fiscal year. First 5 Lassen cannot do advance payments with the funding because it is reimbursement. In June the meeting, the First 5 Lassen Commission will have a payment schedule.

8. DRAFT BUDGET FY 24/25 **Discussion**

Summary
SEI may need to do a little more work for First 5 Lassen this fiscal year. The SEI contract may change. The evaluation contract should increase.

9. SPCFA FY 24/25 UPDATE **Discussion**

Summary
First 5 will get \$213,225 from the SPCFA to use to support Pathways.

10. LPC DIAPER/WIPES SPONSORSHIP **Information**

Summary
LPC sponsored First 5 Lassen with \$2,500 in support for diapers and Wipes. Hall placed an order with Morning Glory for diapers and wipes. Public Health has a full variety of sizes. Size 4 and 6 and the wipes are dispersing quicker than others. Hall found another brand that comes in smaller packages that she may order next.

11. FORM 700 & CONFLICT OF INTEREST **Information**

Summary
Clark announced that the form 700 is past due. If anyone needs help completing theirs, they can contact Clark.

12. LASSEN LINKS UPDATE

Discussion

Summary
<p>There were pop-up resource fairs in Westwood and Herlong.</p> <p>Hall stated that Public Health planned to be in Westwood during food distribution. The time was communicated incorrectly. They sent flyers out for the time of 9-11. They had 9 different programs represented. Unfortunately, the food didn't start being given out until 2:00. The agencies were making connections with each other since there was a low number of people. They had 10 vendors/booths. They will go back to Westwood on a distribution day.</p> <p>Rakestraw stated that in Herlong the food distribution was happening during their pop-up. They had a tremendous turn out and enrollments. They had 12 vendors/booths.</p> <p>Megan Dahle will be coming to children's fair to take pictures/video. She wants to put together a video.</p>

13. REPORTS AND UPDATES

Information

Report	Update
Quality Counts/First 5 Impact Project Update	QCNS is throwing a journaling workshop from 5:30-7:30 on Thursday with Shalisha Loyd. Freeman started doing her 4th quarter mentor meetings and funding requests for the end of the 23-24 fiscal year.
Lassen HEARTS/MCAH	MCAH is having teen parenting support groups, regular parent support groups, and breastfeeding/lactation classes. Rakestraw is getting certified to be a Certified Lactation Educator. Medi-Cal parents can have a doula covered by Medi-Cal. Hall wants to be certified through Public Health.
Health Collaborative	None
Lassen Oral Health Program (LOHP)	Leyla Bennett has been out due to a surgery.
Sierra Cascade Family Opportunities	SCFO will have an open house this Friday from 2:00-5:30 at all centers in Lassen. They can do applications at their open house. Visitors can come in and see the classrooms, the kitchen, and the office. They will have hearing a vision screenings available. They can do hearing a vision screening on any child in need that is 0-17 years of age. They will also have certified lactation consultants.
LPC	None
Northeastern Rural Clinic	The Post Paradigm group is being taken over by Rakestraw. Woodbury will be actively involved. Dr. Peterson and Dr. Braatz are the doctors delivering babies right now. Dr. Warden is a new pediatrician. They will hire a new OB doctor soon.

14. ADJOURN @ 10:43

FY 23/24 Meetings: June 24, 2024