



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: September 25, 2023
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: 874 9810 4501
Passcode: 448145

Minutes

ATTENDANCE

Wendy Blackmon	Present	Chris Gallagher	Present
Jessica Stading	Absent	Barbara Longo	Present
Michelle Godman	Present	Theresa Woodbury	Absent
Jodi Neuenschwander	Absent	Tim Clark	Present
Ronda Hall	Present		

1. CALL TO ORDER — Welcome and Introductions

Name	Time
Ronda Hall	9:23 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	None

3. AGENDA APPROVAL, ADDITIONS, AND/OR DELETIONS

Action

COMMENT: Hall - Add discussion on diapers 11.1			
Motion	Moved	Second	Pass
Approve the updated agenda.	Hall	Godman	Y

Record of Vote

Michelle Godman	Yes	Barbara Longo	Yes
Wendy Blackmon	Yes	Chris Gallagher	Yes
Ronda Hall	Yes		

4. APPROVAL OF EXECUTIVE COMMITTEE ACTIONS

Action

Financial Payments for September 2023

COMMENT: None			
Motion	Moved	Second	Pass
Approve financial payments for September 2023.	Blackmon	Gallagher	Y
Lassen County Children and Families Commission			
September 2023 for FY 2022-2024			
Transfer of Funds Request			
Kristie Wakley	\$1,080.64	Workforce Development Grant FY 22/23	
Rachel L. Salem	\$580.64	Workforce Development Grant FY 22/23	
Dorothy S. Salem	\$580.64	Workforce Development Grant FY 22/23	
Social Entrepreneurs, Inc.	\$330.00	Evaluation Support 7/31/23, Inv. 6031	
Tim Clark Management LLC	\$25.59	Duplication/Stamps, for August 2023, Inv. 1103	
Tim Clark Management LLC	\$6,957.50	Contract Implementation for September 2023, Inv. 1102	
Total	\$9,555.01		

Record of Vote

Michelle Godman	Yes	Barbara Longo	Yes
Wendy Blackmon	Yes	Chris Gallagher	Yes
Ronda Hall	Yes		

5. INFORMATION AND CONSENT CALENDAR

Action

Approval of Minutes of August 28, 2023

Approval of Fiscal Reports for September 2023

COMMENT:			
Motion	Moved	Second	Pass
Approve Minutes of August 28, 2023 and Fiscal Reports for September 2023.	Gallagher	Blackmon	Y

Record of Vote

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Michelle Godman	Yes	Barbara Longo	Yes
Wendy Blackmon	Yes	Chris Gallagher	Yes
Ronda Hall	Yes		

6. FY 22/23 ANNUAL AUDIT UPDATE

Discussion

Summary
Clark - The audit was done on July 10th and we are still waiting on the results. This should be completed by our next commission meeting October 23, 2023.

7. FY 22/23 ANNUAL EVALUATION UPDATE

Discussion

Summary
Clark - We have Kim Hopkinson with us today to give us an update on the annual evaluation report. There have been some database issues that Kim will go into more detail, but we can discuss that next. They should be able to complete the evaluation with the current database but the numbers will be under represented due to some of the discrepancies. The data that can be verified by SEI and Pathways will be used in the annual evaluation report.
Hopkinson - We do have some work arounds. Becky and I are vetting the data. Potentially we are looking at being able to under report. Created in the Spring of 22 May of 23 we updated the Strategic Plan. Midyear report will reflect the New Strategic Plan Report.

8. F5 LASSEN DATABASE UPDATE

Discussion

Summary
Clark - As shared, the database is not calculating some things correctly. While there are some work arounds to verify the data, it will need some work for it to fix.
Hopkinson - We review the data on a quarterly basis looking at the reports. Last year that the reports that the database produce and there were discrepancies. Two reports were not pulling the referral codes.
Gallagher - Is it user error?
Hopkinson - The data is entered correctly, but the report did not show it. The number of services. Home visits will not be under reported. Might be issues with how the ages are being calculated and how they are.
Longo - Is there a design flaw? Is there something with the SQL.
Hopkinson - I am not sure how it is written. We know that in some cases teh query is not pulling in the right codes.
Godman - Why do we not have access to the raw data
Hopkinson - I don't have access to the backend of the database. I have found a work around to see some of the raw data.

Clark - ODM, the database company, will be meeting with me to diagnose and figure out a game plan to fix the database. When we first discovered the problems with the database a couple of years ago, I thought we would have to find a new one. As time progressed, workarounds were possible without spending a lot of money. Now, I think that it will be in the Commission's best interest to consider another database. There is currently some money in the budget for the database to fix issues, so depending on how much it is going to cost, I would do the minimum so that next year's evaluation report will not be under represented. However, with the new funding that Pathways will be receiving, they will have access to a new database that may be a better solution and at a cheaper rate than what our current one is.

9. PATHWAYS TO CHILD AND FAMILY EXCELLENCE UPDATE

Discussion

Summary

Pathways has applied for a grant opportunity through Public Health. There was robust discussion on the process that is needed to complete the process so that the grant can go into effect. Longo and Godman shared various dates on when it can be presented to the Board of Supervisors meeting since the grant amount was too large to be approved in house.

10. FY 22/23 ANNUAL REPORT UPDATE

Discussion

Summary

Clark - Once the annual audit and the annual evaluation reports are completed, then this information will be used to complete the annual report.

11. LASSEN LINKS ONLINE REFERRAL PLATFORM

Discussion

Summary

Clark - I have met with all of the platforms that SEI suggested. I am in the process of getting more information on the cost of one of the platforms. Then I will be able to present to the subcommittee made of partners from Lassen Links. We will then select a vendor to have a presentation and then a decision will be made. Once that decision has been made, then I will present to the commission for final approval. This will greatly aid in the referral process and provide much need admin support.

11.1 Diapers

Summary

Hall - Diaper program use 5-6 families. Supply Bank during Covid Hope Pantry gave a bunch. The stock is almost depleted. Reached out to local vendor (Morning Glory). This is a very valuable out reach in our community. Is there a way to continue our diaper program. The program is not sustainable. This has been a point of entry to build relationships with the community and help them get additional services

Longo - I'll have to see. How Lassen WORKS get diapers. At one point. I'll find out.

Gallagher - How much per month do you need.

Hall - We are tracking the diapers

12. REPORTS AND UPDATES

Information

Report	Update
Quality Counts/First 5 Impact Project Update	Freeman - We are ending first quart. I am starting to working on all the grant requests and setting up the first coaching sessions. I am also working on the paperwork to get Quality Counts to join Lassen Links. The hope is that the region that I am apart of will be able to partner with Lassen Links.
Lassen HEARTS/MCAH	Hall - We have been working a lot with Lassen Links and updating one of the resources to pass out to the community. Godman - Working on reports and Home Visiting. We have a lot of lock boxes available as a suicide prevention. Looking into many different ways to get the lock boxes into the community.
Health Collaborative	Longo - Meeting to discuss on revamping the meeting to help increase participation.
Lassen Oral Health Program (LOHP)	Bennet - Working with a dentist in Reno who can take medical patients to see if he will be able to provide the much needed support here in Lassen. We will be in Westwood on Friday. There continues to be barriers in helping kids get the dental services.
Sierra Cascade Family Opportunities	Blackmon - We are getting ready to start Grow Your Own. We are having a two day training to help get substitutes and teachers. We will also be looking for another location once the college contract runs out. We are still trying to fill our sites: Union and Levitt Lake. Transition to Kindergarten has caused a decline to our enrollment. We work also the whole family and not just the children.
LPC	Bennet - This Saturday is the last farmers market. Professional Day setup some appointments.

14. ADJOURN @ 10:58 am

FY 22/23 Meetings: September 25, 203; October 23, 2023; February 26, 2024; April 22, 2024; June 24, 2024