



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: April 28, 2025

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: 852 0703 1754

Passcode: 301067

Minutes

ATTENDANCE

| | | | |
|----------------------------|---------|-------------------------|---------|
| Jessica Stading | Present | Brie Buckler | Absent |
| Jodi Neuenschwander | Present | Gary Bridges | Present |
| Ronda Hall | Present | Theresa Woodbury | Present |
| Melissa Rakestraw | Present | Chris Gallagher | Absent |
| Barbara Longo | Absent | Tim Clark | Present |

1. CALL TO ORDER — Welcome and Introductions

| Name | Time | |
|-------------|-------------|----|
| Hall | 9:04 | 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: | | | |
| Motion | Moved | Second | Pass |
| Motion to approve the agenda. | Rakestraw | Bridges | Y |

Record of Vote

| | | | |
|----------------------------|----------|-------------------------|----------|
| Jessica Stading | Approved | Brie Buckler | Absent |
| Jodi Neuenschwander | Approved | Gary Bridges | Approved |
| Ronda Hall | Approved | Theresa Woodbury | Approved |
| Melissa Rakestraw | Approved | Chris Gallagher | Absent |

4. APPROVE EXECUTIVE COMMITTEE ACTIONS**Action**

Financial Payments for April 2025

| | | | |
|--|--------------|---------------|-------------|
| COMMENT: | | | |
| Motion | Moved | Second | Pass |
| Motion to approve the financial payments for April 2025. | Stading | Woodbury | Yes |

| | | | |
|----------------------------|----------|-------------------------|----------|
| Jessica Stading | Approved | Brie Buckler | Absent |
| Jodi Neuenschwander | Approved | Gary Bridges | Approved |
| Ronda Hall | Approved | Theresa Woodbury | Approved |
| Melissa Rakestraw | Approved | Chris Gallagher | Absent |

5. INFORMATION AND CONSENT CALENDAR**Action**Approval of Minutes: March 21, 2025
Approval of Fiscal Reports: April 2025

| | | | |
|--|--------------|----------------|-------------|
| COMMENT: | | | |
| Motion | Moved | Second | Pass |
| Approve Minutes of March 21, 2025 and Fiscal Reports for April 2025. | Rakestraw | Neuenschwander | Yes |

Record of Vote:

| | | | |
|----------------------------|----------|-------------------------|----------|
| Jessica Stading | Approved | Brie Buckler | Absent |
| Jodi Neuenschwander | Approved | Gary Bridges | Approved |
| Ronda Hall | Approved | Theresa Woodbury | Approved |
| Melissa Rakestraw | Approved | Chris Gallagher | Absent |

6. FORM 700 & CONFLICT OF INTEREST

Discussion

Summary

The commission not required to fill out their 700 form electronically. Please fill one out and send it to Phoebe Freeman. Freeman can submit it for you.

7. PRESCHOOL STARTUP RFA REVIEW

Discussion

Summary

We posted in our 3 original places for required postings plus Janesville Post Office and Susanville Stuff. Head Start SCFO is the only center that applied for the Preschool Startup Grant. Ashley Beavers, Theresa Woodbury, and Ronda Hall were part of the grading committee. Everyone submitted a rubric to Tim Clark. All copies of the application from SCFO and the rubrics completed by the grading committee are included in our commission packet for our review in the meeting today.

We have one concern for licensing of the preschool. SCFO has applied for it. There is a 4-6 month process. Ashley Beavers expressed that one way to expedite the application process is to have staffing. Beavers explains that state preschool funding is very stable.

With capital improvements it needs to go towards essential functioning of the preschool and not to increase value of the property.

Stading expressed that she flew positions on Friday internally first, then it will go to the public in about a week. They have dates to have it worked on next month.

8. PRESCHOOL STARTUP RFA AWARD

Action

COMMENT:

| Motion: | Moved | Second | Pass |
|--|-----------|----------|------|
| Motion to approve the preschool startup RFA award. | Rakestraw | Woodbury | Yes |

| | | | |
|---------------------|----------|------------------|----------|
| Jessica Stading | Approved | Brie Buckler | Absent |
| Jodi Neuenschwander | Approved | Gary Bridges | Approved |
| Ronda Hall | Approved | Theresa Woodbury | Approved |
| Melissa Rakestraw | Approved | Chris Gallagher | Absent |

9. CONTINUE STRATEGIC PLAN & LONG RANGE FINANCIAL PLAN REVIEW Discussion

Summary

The commission reviewed the Strategic Plan & Long Range Financial Plan with Kim Hopkinson. They discussed planning what our goals will be modified to and where we want to use our funding.

10. CONTRACTED STAFF CONTRACT ADDENDUM**Action**

UPK Mix Delivery Grant FY 24/25-25/26

COMMENT:

Melissa Rakestraw took notes. Phoebe Freeman and Tim Clark recused themselves. Add UPK section under reports to keep the commission informed. -Freeman

Rakestraw Notes:

| Motion | Moved | Second | Pass |
|---------------|--------------|---------------|-------------|
| | | | Y |

| | | | |
|----------------------------|----------|-------------------------|----------|
| Jessica Stading | Approved | Brie Buckler | Absent |
| Jodi Neuenschwander | Approved | Gary Bridges | Approved |
| Ronda Hall | Approved | Theresa Woodbury | Approved |
| Melissa Rakestraw | Approved | Chris Gallagher | Absent |

11. COMMISSIONER RESIGNATION**Action****COMMENT:**

Resignation of Jodi Neuenschwander. Neuenschwander is not focusing on early learning as much and has moved to more professional learning with K-12.

| Motion | Moved | Second | Pass |
|------------------------------------|--------------|---------------|-------------|
| Motion to approve the resignation. | Stading | Bridges | Y |

| | | | |
|----------------------------|----------|-------------------------|----------|
| Jessica Stading | Approved | Brie Buckler | Absent |
| Jodi Neuenschwander | Approved | Gary Bridges | Approved |
| Ronda Hall | Approved | Theresa Woodbury | Approved |
| Melissa Rakestraw | Approved | Chris Gallagher | Absent |

11. REPORTS AND UPDATES**Information**

| Report | Update |
|-------------------------------------|--|
| Quality Counts North State | QCNS is working on finishing their 4th quarter of their grant cycle. |
| Lassen HEARTS/MCAH/CHVP | <p>They represent Lassen Links at outreaches. A Lassen Links card holder is in the idea for the future. The Lassen Links budget is buying business cards. They will be placed in the front office of all the schools. Cards are requested to go to SCFO for registration.</p> <p>Barbara Longo will be done with her position June 1st. She is on section 1 for the commission.</p> <p>The new director of Public Health is from Minnesota and is coming June 9th.</p> <p>CHVP- Interviews are on Friday May 2nd for Home Visiting. There are 6 people applying. There are two coordinator positions open now. The program manager position will fly after the new director starts. Home Visiting will run under Public Health but it's own program. It will be braided with supervised visiting and court ordered education classes. Home visitors are home coordinators.</p> |
| Health Collaborative | None |
| Lassen Oral Health Program (LOHP) | Oral Health is getting equipment. They are thankful for fluoride varnish from our commission. |
| Sierra Cascade Family Opportunities | Please send letters to advocate for Headstart. Stading will send everyone an email in regards to the letters. |
| LPC | At the Children's Fair they are launching the bookclub. It is centered on 3-7 year olds. |
| Northeastern Rural Clinic | Woodbury is starting CHW training tomorrow. Birthing class is starting next Tuesday. Woodbury is working on her Prenatal Yoga Certification. Lassen will have a breastfeeding event in August. |
| Other | |

14. ADJOURN @ 11:11

FY 24/25 Meetings: May 12, 2025; June 23, 2025