



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

Date of Meeting: February 24, 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: 842 1129 5985**

**Passcode: 909596**

**Minutes**

**ATTENDANCE**

<b>Jessica Stading</b>	Present	<b>Brie Buckler</b>	Present
<b>Jodi Neuenschwander</b>	Absent	<b>Gary Bridges</b>	Present
<b>Ronda Hall</b>	Present	<b>Theresa Woodbury</b>	Absent
<b>Melissa Rakestraw</b>	Present	<b>Chris Gallagher</b>	Present
<b>Barbara Longo</b>	Absent	<b>Tim Clark</b>	Present

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

<b>Name</b>	<b>Time</b>	
Ronda Hall- Welcomed and introduced Gary Bridges. Bridges is the new member from the Board of Supervisors.	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.

<b>Name</b>	<b>Subject</b>
	None

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

Action

**COMMENT:**

Clark: Addition of 4.1 to approve executive committee actions.

Rakestraw: Addition to agenda for Home Visiting. We need CHVP as a secure agenda item.

Danielle Sanchez: It can be a part of the Reports and Updates.

Motion	Moved	Second	Pass
Motion to approve Item 4.1 of Executive Committee Actions and the addition of CHVP as part of the Reports and Updates.	Stading	Rakestraw	Y

**Record of Vote**

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

### 4. INFORMATION AND CONSENT CALENDAR

Action

Approval of Minutes: January 6, 2025

Approval of Fiscal Reports: February 2025

**COMMENT:**

Motion	Moved	Second	Pass
Approve Minutes of January 6, 2025 and Fiscal Reports for February 2025.	Bree	Jess	Yes

**Record of Vote:**

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

**4.1. APPROVE EXECUTIVE COMMITTEE ACTIONS**

January and February 2025

**Action**

<b>COMMENT:</b>			
<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Approve Executive Committee Action items from January and February 2025.	Stading	Buckler	Yes

<b>Jessica Stading</b>	Approved	<b>Brie Buckler</b>	Approved
<b>Jodi Neuenschwander</b>	Absent	<b>Gary Bridges</b>	Approved
<b>Ronda Hall</b>	Approved	<b>Theresa Woodbury</b>	Absent
<b>Melissa Rakestraw</b>	Approved	<b>Chris Gallagher</b>	Approved

**5. HEAD START PRESCHOOL****Discussion**

<b>Summary</b>
Stading: Sierra Cascade Family Opportunities is asking for \$130,000 for start-up costs for a State Preschool in Janesville, California. SCFO is a nonprofit operating child development program in Lassen, Modoc, and Plumas County. Their mission is to offer quality early childhood development programs. Stading presented plans for how they would spend the money.

**6. BEGIN STRATEGIC PLAN & LONG RANGE FINANCIAL PLAN****Discussion**

<b>Summary</b>
Clark: The commission needs to adjust the Strategic Plan for changes in Home Visiting so Kim Hopkinson can adjust the Evaluation Plan. The goals and objectives may need to change.

**7. SARAH BOXX LLC CONTRACT 7/1/2024-2/28/25****Discussion****Summary**

There are three objectives:

1. The relationship with First 5 and Public Health to support Lassen Links.
  2. Help develop Lassen Links. What is First 5 Lassen's role in this?
  3. Partnership has a hub model; Lassen Links is a Hub. First 5 is the lead for this Hub. We want to make a compelling case to partner, not a direct services agency but more of a systems agency. We used partnership agreements before with partners. We want to move away from that and use MOUs.
- Funding for the HVTA grant is a reimbursement. In March- June we will use this.

**8. HV TA CONTRACT 3/1/25-6/30/25****Action**

Sarah Boxx Inc (MOU/Organizational Map, Sole Source Contract Public Health)

**COMMENT:**

<b>Motion:</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Stading: I make a motion to approve the HV TA Contract.	Stading	Gallagher	Yes

<b>Jessica Stading</b>	Approved	<b>Brie Buckler</b>	Approved
<b>Jodi Neuenschwander</b>	Absent	<b>Barbara Longo</b>	Approved
<b>Ronda Hall</b>	Approved	<b>Theresa Woodbury</b>	Absent
<b>Melissa Rakestraw</b>	Approved	<b>Chris Gallagher</b>	Approved

**9. UPK MIXED DELIVERY GRANT****Action****COMMENT:**

**Clark: First 5 will align the UPK through Lassen Links. We will continue what LCOE started the first two years. We want to create a bridge from all schools to Lassen Links for additional needs or services for the children and families in Lassen. We will include all schools in L.L. to help families with all of their needs. The grant will give us 90% upfront. Twice a year we will submit an action plan of what we have done. We will develop a proposal for the funding to help support our activities in the grant. Would the commission like this structure done and to add an addendum for this grant to get reimbursed for time spent?**

<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
I make a motion to approve the UPK Grant and addendum.	Bridges	Rakestraw	Y

<b>Jessica Stading</b>	Approved	<b>Brie Buckler</b>	Approved
<b>Jodi Neuenschwander</b>	Absent	<b>Barbara Longo</b>	Absent
<b>Ronda Hall</b>	Approved	<b>Theresa Woodbury</b>	Absent
<b>Melissa Rakestraw</b>	Approved	<b>Chris Gallagher</b>	Approved

**10. BUDGET FY 2024-2025 UPDATE**  
SPCFA Update

**Discussion**

**Summary**

The commission has \$130,000 left to spend for SPCFA in 24-25 fiscal year. We asked to change where we spend this money. It takes 16 weeks to do a budget change request so it is not possible right now with the fiscal year ending. Results of next years funding is not available yet. First 5 CA has allocated money to support the SPCFA still. We don't know how much money we will receive yet for 25-26. We are hoping they can roll the \$130,000 to the 25-26 fiscal year.

**11. DRAFT BUDGET FY 2025-2026**

**Discussion**

**Summary**

Draft was shown at the Commission Meeting.

**12. FORM 700 & CONFLICT OF INTEREST**

**Discussion**

**Summary**

Clark requests the commission does their form 700 online.

**13. LASSEN LINKS UPDATE**  
Website Update, F5 Lassen as Lead Agency

**Discussion**

**Summary**

Website updates were given with F5 Lassen as the lead agency of Lassen Links.

**14. COMMISSION MEETING SCHEDULE SPRING 2025**  
MARCH 21 2025; May 12, 2025

**Discussion**

**Summary**

March 21: Rakestraw, Hall, Buckler, Standing, Bridges all committed to attend this meeting.

May 12: another additional meeting.

**15. COMMISSIONER TERMS**

**Discussion**

**Summary**

Terms of Commissioners announced.

**16. REPORTS AND UPDATES****Information**

<b>Report</b>	<b>Update</b>
Quality Counts North State	Phoebe Freeman announced the Mini Grant available through QCNS for any sites licensed in the last 5 years.
Lassen HEARTS/MCAH/CHVP	Interviews will be in the next three weeks for Home Visiting. Hearts- Referrals and Resources MCAH- There is a newly certified Doula who is a supportive person to help breathing and exercising in birthing rooms. No medical is given by Doula. Cohorts for CHW- This will position you to be able to bill partnership for services you already do. It is paid for by the HVTA grant. It is \$3,000. The training is for four months, one time a week, from 9 AM-12 PM. Debi Jones at Northeastern and Ronda Hall from Public Health have completed their trainings.
Health Collaborative	Ryan Rolling stepped away from Northeastern. Lacey lively is acting CEO and CFO.
Lassen Oral Health Program (LOHP)	Danielle Sanchez, Leyla Bennet, and Linsey Freeman from Public Health/ Oral Health are asking for money to support fluoride varnish for children in Lassen County. The state budget won't fund fluoride varnish. Oral Health needs \$600 for fluoride funding. Oral Health partnered with Lassen Library for story time in February for Oral Health Month.
Sierra Cascade Family Opportunities	The annual Family Connections Conference is March 15th. It is a free community event. Fairgrounds. Andre and Jesse from the Greenville area are the presenters. The focus is gardening this year. There is a resource fair included during the lunch break. The conference will be 9 AM - 3 PM.
LPC	None
Northeastern Rural Clinic	None
Other	

**14. ADJOURN @ 11:08**

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**FY 24/25 Meetings: March 21, 2025; April 28, 2025; May 12, 2025; June 23, 2025**