



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: June 23, 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: 838 7222 9570

Passcode: 132710

Minutes

ATTENDANCE

Jessica Stading	Absent	Brie Buckler	Absent
Melissa Rakestraw	Present	Gary Bridges	Present
Ronda Hall	Present	Theresa Woodbury	Present
Chris Gallagher	Present	Tim Clark	Present

1. CALL TO ORDER — Welcome and Introductions

Name	Time	
Hall	9:07	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
Ronda	Introductions for new people at the meeting.

3. AGENDA APPROVAL, ADDITIONS, AND/OR DELETIONS**Action**

COMMENT: Clark: There is an addition to our minutes. The April 28, 2025 minutes were updated with the addition from Melissa Rakestraw on Item 5 when Clark and Freeman recused themselves.

Motion	Moved	Second	Pass
I make a motion to approve the agenda with the minutes.	Bridges	Gallagher	Y

Record of Vote

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

4. APPROVAL OF EXECUTIVE COMMITTEE ACTIONS.**Action**

COMMENT:

Motion	Moved	Second	Pass
I approve the Executive Committee Actions.	Bridges	Theresa	Yes

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

5. INFORMATION AND CONSENT CALENDAR**Action**

Approval of Minutes: May 12, 2025

Approval of Fiscal Reports: June 2025

COMMENT: Clark: The balance sheet has a -\$10,000. The SCFO payment made this occurrence just on paper. Hall transferred \$10,000.

Motion	Moved	Second	Pass
I approve the minutes and fiscal reports.	Gallagher	Bridges	Yes

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

6. F5 CA ANNUAL HEARING**Public Hearing**

Summary	Open	Closed
No comment	9:16 AM	9:17 AM

7. STRATEGIC PLAN & LONG-RANGE FINANCIAL PLAN**Discussion**

Summary	Open	Closed
No Comment	9:17 AM	9:18 AM

8. STRATEGIC PLAN & LONG-RANGE FINANCIAL PLAN ADOPTION**Action****Summary: Clark highlighted the changes that were made.**

Gallagher Requests:

"Pg. 12, support the reduction of the use of tobacco products throughout the county for parents and caregivers of children 0-5". - Gallagher's idea to add "parents and caregivers of children 0-5"

Kim Hopkinson- talked about the impact of 2nd hand smoke in the community.

Pg. 16 - "build on community strengths in order to"

Gallagher requests since we are past 2023 we should get a revised number of births per year.

CAB Community Advisory board. PAT Parents as Teachers - Community Advisory Committee required.

Motion:	Moved	Second	Pass
I make a motion to approve.	Gallagher	Rakestraw	Yes

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

9. SEI - FY 25/26 EVALUATION SCOPE OF WORK**Action**

COMMENT: pg. 2 Kim Hopkinson - Item 8 updated to what will be in our strategic plan.

Motion:	Moved	Second	Pass
I make a motion to approve.	Rakestraw	Gallagher	Yes

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

10. CONTRACTED STAFF CONTRACT ADDENDUM UPDATED**Action**

COMMENT: UPK- Patty Gunderson with LCOE is giving us time to pitch Lassen Links to all of the schools together at a community meeting. At Richmond, Brian Boyer and the TK teacher had a meeting for Lassen Links. We will accelerate the meetings with the schools. TK teachers are trying to get a group together from each school. They are possibly creating work groups for TK. This is an action item. Clark offered to recuse himself.

Motion:	Moved	Second	Pass
I approve the the addendum updated.	Rakestraw	Bridges	Yes

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

11. SPCFA FUNDING UPDATE**Discussion****Summary**

Clark: First 5 California is not supporting small counties the way they historically supported us prior. There is a letter that Clark is intending to sign. Clark included the draft letter in our commission packet.

12. FY 25/26 BUDGET**Action**

COMMENT: Clark: There will be revisions for the 25/26 budget. The budget presented does not fully include the SPCFA amount. Projected expenses are in alignment.
Rakestraw-In August will we get more detail on SPCFA? Whatever will be covered by SPCFA for RFA we will show.

Motion:	Moved	Second	Pass
I approve the 25/26 budget.	Rakestraw	Gallagher	Yes

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

13. ELECTION OF OFFICERS**Action**

COMMENT: Ronda Hall Chairman, Jessica Stading Vice Chair, Theresa Woodbury Treasurer.			
Motion:	Moved	Second	Pass
I make a motion to approve Hall, Stading, and Woodbury for our election of officers.	Bridges	Rakestraw	Yes

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

14. FY 25/26 MEETING SCHEDULE

Summary
Aug 25, Sept 22, Oct 27, Feb 23, April 27, June 22. This will be our 25/26 fiscal year meeting schedule.

15. REPORTS AND UPDATES

Information

Report	Update
Quality Counts North State	Phoebe Freeman gave a brief overview of what grant opportunities are offered through QCNS for the new Home Visiting Program.
Lassen HEARTS/MCAH/CHVP	Submitting Funding Agreement for this fiscal year. A lot of activities are going towards Dula activities. CHVP- Taylor Connect got the affiliate approval for PAT. The next steps are to see families.
Health Collaborative	Needs Assessments - Health Care Collaborative Aug 15.
Lassen Oral Health Program (LOHP)	Linsey Freeman thanked Lassen County Children & Families Commission for the funding for Fluoride Varnish. She stated that she saw 141 children last year and this year she has raised her numbers to 292.
Sierra Cascade Family Opportunities	Not present
LPC	Not present
Northeastern Rural Clinic	Woodbury- July 1st child birth classes start. She is finishing her CHW training tomorrow. The majority in her CHW class were First 5 Commissioners. Woodbury will send Taylor Connect fliers for the birth class.
Other	Lassen First 5 Director Report: Once A month: Adult system of care and children system of care. Kevin is working with Clark to see how systems can work together. They will help find ways to have a county wide system of care integrative. Brandon (PH Director) will be meeting with Clark. For the referral system, we need someone at PH to manage this. Promoting Lassen Links: We are getting displays for all of our partners in their front offices. This will be at agencies and schools in the front office. Keep Note: Jessica Stading will have maternity leave the middle of August through the middle of December.

14. ADJOURN @ 10:10

FY 25/26 Meetings: August 25, Sept 22, October 27, Feb 23, April 27, June 22.