



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

Date of Meeting: September 5, 2024

Time of Meeting: 10:30 a.m. - 12:30 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: 813 4683 6910**

**Passcode: 928180**

**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

**MinutesCALL TO ORDER — Welcome and Introductions**

Name	Time
Ronda Hall	10:33 AM

1. **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
Gallagher	Board of Supervisors - \$1,000 for diapers

**2. AGENDA APPROVAL, ADDITIONS, AND/OR DELETIONS**

**Action**

**COMMENT:**

Motion	Moved	Second	Pass
Approve the agenda as presented.	Gallagher	Stading	Yes

**Record of Vote**

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

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

<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Approve the agenda as presented.	Gallagher	Stading	Yes

**Record of Vote-1**

<b>Jessica Stading</b>	Approved	<b>Melissa Rakestraw</b>	Approved
<b>Jodi Neuenschwander</b>	Approved	<b>Chris Gallagher</b>	Approved
<b>Ronda Hall</b>	Approved	<b>Theresa Woodbury</b>	Approved

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

Financial Payments for July 2024 and August 2024

**COMMENT:**

<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
Approve financial payments for July 2024 and August 2024	Stading	Neuenschwander	Yes

**Lassen County Children and Families Commission****July 2024 for FY 2024-2025****Transfer of Funds Request**

First 5 Association	\$4,250.00	FY 24/25 Membership & Policy Contribution, Inv 202509
Morning Glory	\$188.76	Diapers/Wipes Public Health Inv 398376
Pathways to Child & Family Excellence	\$58,520.00	QQ4 FY 23/24 Contract Implementation Inv. 308
Sarah Boxx, Inc	\$10,325.00	HV RTA Contract Support (2 of 2) Inv. 135
Social Entrepreneurs, Inc.	\$360.00	Evaluation Support 5/31/24, Inv. 6300
Tim Clark Management LLC	\$7,201.00	Contract Implementation for July 2024, Inv. 1121

**Lassen County Children and Families Commission****August 2024 for FY 2024-2025****Transfer of Funds Request**

Pathways to Child & Family Excellence	\$17,771.25	July 2024 FY 24/25 Contract Implementation Inv. 310
Social Entrepreneurs, Inc.	\$800.00	Evaluation Support 6/30/24, Inv. 6322
Tim Clark Management LLC	\$43.09	Duplications, Stamps, Etc. for June/July 2024, Inv. 1122
Tim Clark Management LLC	\$7,201.00	Contract Implementation for August 2024, Inv. 1123

Record of Vote			
Jessica Stading	Approved	Melissa Rakestraw	Approved
Jodi Neuenschwander	Approved	Chris Gallagher	Approved
Ronda Hall	Approved	Theresa Woodbury	Approved

## 5. INFORMATION AND CONSENT CALENDAR

### Action

Approval of Minutes of June 2024

Approval of Transfer of funds and Fiscal Reports: September 2024

COMMENT:			
Motion	Moved	Second	Pass
Approve Minutes of June 2024, Transfer of funds and Fiscal Reports for September 2024.	Melissa	Theresa	Yes

Record of Vote			
Jessica Stading	Approved	Melissa Rakestraw	Approved
Jodi Neuenschwander	Approved	Chris Gallagher	Approved
Ronda Hall	Approved	Theresa Woodbury	Approved

## 6. PARENTS AS TEACHERS

### Discussion

Janet Cunningham - Community Engagement and Future Plans

Summary
Becky Roberts informed the commission that the database is going much better with families grouped together. Pathways has done the PAT foundational training. All home visiting teachers have been trained. They have scheduled a presentation with Theresa Woodbury's class as outreach. Janelle has taken over data entry. Their finances are going well. They have some finances in reserve. Melissa Rakestraw states that the contract has to go back through the board of supervisors to get it renewed each year. Rakestraw will keep Roberts updated upon approval. Roberts and Gallagher discussed having the contract be a three year contract instead of a one year with the board's approval.

## 7. APPROVE FY 23/24 CLOSING BUDGET

### Action

COMMENT: Chris requested the budget and actual for 23-24 year.			
Motion	Moved	Second	Pass
Motion to table	Chris	Jodi	Yes
Record of Vote			
Jessica Stading	Approved	Melissa Rakestraw	Approved
Jodi Neuenschwander	Approved	Chris Gallagher	Approved
Ronda Hall	Approved	Theresa Woodbury	Approved

**8. HOME VISITING REGIONAL TECHNICAL ASSISTANCE BUDGET**  
**Public Health Diaper & Wipe Program**

**Action**

**COMMENT:** We have one more grant year to receive funding for Lassen Links. We wanted to get cyber security and had budgeted for that. Through a grant opportunity, cyber security will be provided for us. First 5 Lassen had \$10,000 set aside for cyber security that we can reallocate now. Clark states we may use the \$10,000 for diapers and wipes as previously wanted. We can use approximately but not limited to \$2,500 a quarter for diapers and wipes. We are connecting support services with the ER for diaper rash to get diapers from Public Health. Gallagher states that the Board of Supervisors should contact our commission soon for \$1,000 to be added to our diapers and wipes fund.

<b>Motion</b>	<b>Moved</b>	<b>Second</b>	<b>Pass</b>
10,000 to be distributed this fiscal year divided quarterly for diapers.	Jess	Jodi	Yes

**Record of Vote**

<b>Jessica Stading</b>	Approved	<b>Melissa Rakestraw</b>	Approved
<b>Jodi Neuenschwander</b>	Approved	<b>Chris Gallagher</b>	Approved
<b>Ronda Hall</b>	Approved	<b>Theresa Woodbury</b>	Approved

**9. LOCAL ORDINANCE, STATE LEGISLATION & POLICY AND  
PROCEDURE REVIEW**

**Discussion**

**Summary**

This is the ordinance that lets First 5 Lassen be in existence. These documents provide the scope of work that Lassen First 5 can engage in. With Lassen Links they are reviewing how involved we can be. County Counsel is looking at the ordinance now. County Counsel is checking the teleconference policy since covid is over. The commission has no employees and because of this we can't do direct services. If we want to engage in direct service, we have to restructure. Hall is performing all the direct services. Clark is developing the system and working with partners as indirect service. We need to maintain a proper relationship. We have cost savings with not having employees. County Counsel is over viewing this.

## 10. PARTNERSHIP MANAGED CARE PLAN GRANT OPPORTUNITIES IPP, ECM, and CHW Grants

## Discussion

### Summary

The home visiting regional TA grant is to develop relationships with partner health plans. The Incentive Payment Program (IPP) grant is for Enhanced Care Managements (ECM) and Community Health Workers (CHW) as incentive programs to give out to partners to draw in other agencies to provide for medical assistance. This would be a one time grant. Clark will apply for the \$150,000 IPP grant to provide staffing support for Lassen Links. We would also try to find other local agencies and Community Based Organizations to have them in contract with partnership. They may be able to get funding for services they already provide. With this grant funding we hope to build staffing to provide support for community health workers and individuals in county that can help people get connected to health services. Partners could get reimbursed for engaging with Lassen Links. Hall will do the CHW training. A Pathways employee could get CHW to build repair with Banner and Northeastern. ECM is working with the same person over a period of time. Lassen Links and Pathways can have the opportunity to bill partnership with CHWs. These can support us for sustainability and bring money in to support other programs. IPP is a block grant. We need a Managed Care Plan (MCP) to bill. For the CHW and ECM anyone can apply and get certifications. They have to go through partnership to get a MCP. They will make a plan and outline activities the agency does. MCP can be for different agencies and examples are a chiropractor, dentist, or doctor, ect.

## 11. HOME VISITING REGIONAL TA CONTRACTOR Strategic Partnering and Referral Platform Project Management

## Action

**COMMENT:** Part of referral system is online. The first half is entry. This will get families or individuals a referral created. Now we need it to be routed to the right agency. This will be “closing the loop”. This will be part of the managed care plan. Sarah Boxx is giving support on “closing the loop”. Developing a platform hasn’t cost the commission money.

Strategic Partnering is making sure it isn’t duplicated in county. LCOE is engaging in similar activities. We want to see how Lassen Links can be embedded in their systems or come along side and assist in their plans. We want Lassen Links integrated in other team plans. Our goal is to build this out so when the grant is over it is sustainable. Funding for this contract will be reimbursed through the grant, not First 5 dollars.

Motion	Moved	Second	Pass
I motion to approve	Stading	Gallagher	Yes

### Record of Vote

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

## 12. ANNUAL EVALUATION REVIEW

## Discussion

### Summary

Clark has not received the annual evaluation review. Kim is contacting people that have received referrals this year to see if their needs were met. Once Kim has this completed she will make a draft hopefully by our next September meeting.

**13. ANNUAL AUDIT REVIEW****Discussion****Summary:**

We need to have a public hearing on the Audit. We will have this at our next meeting. There were no findings.

**14. REPORTS AND UPDATES****Information**

<b>Report</b>	<b>Update</b>
Quality Counts North State	Journaling is a new coaching addition to quality improvement plans for Lassen sites this year with reflecting and reframing thought Teaching Pyramid.
Lassen HEARTS/MCAH	Suicide prevention walk Saturday 10-12
Health Collaborative	None
Lassen Oral Health Program (LOHP)	None
Sierra Cascade Family Opportunities	Stading states that all of classrooms are running again. SCFO needs Policy Council representatives. SCFO has just applied for additional 9 classrooms through a grant. They have to have Policy Council approvals for all changes made to agency. To be on the Policy Council t is 10 meetings a year. SCFO has openings. If you are a part of Lassen Works, your child automatically would get in. A Lassen Links referral over the phone is suggested.
LPC	Taina Day and Jamie Shults are taking over the LPC. The children's fair launched the early learning club. This club has literacy and science based connections. Children get one or two books with an activity each month. Wendy Plainer is doing the work behind the scenes. 150 kids this year are included. They are full with 150 kids 3-7 years old.
Northeastern Rural Clinic	The world breast feeding event was August 1st at Memorial Park. It was the smokiest day in town due to fires. Only 10-12 came due to the smoke. Birthing classes are Tuesday nights for the month of September. They have 7 couples. There were 29 babies were born in August at Banner. There is a new check in process at Northeastern to be seen.
Other	None

**15. ADJOURN @ 11:55**

**FY 24/25 Meetings:** Sept. 23, 2024; Oct. 28, 2024; Feb. 24, 2025; April 28, 2025; June 23, 2025