



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: October 27, 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: 834 4086 5816

Passcode: 892321

Minutes

Attendance

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

1. CALL TO ORDER - Welcome and Introductions

Name	Time	
Ronda	9:05	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
	No comments

3. AGENDA APPROVAL, ADDITIONS, AND/OR DELETIONS

Action

COMMENT: None			
Motion	Moved	Second	Pass
Approve the agenda as presented.	Gary Bridges	Theresa Woodbury	Y

Record of Vote

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

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

Financial Payments for September 2025, October 2025

COMMENT: None			
Motion	Moved	Second	Pass
Approval Financial Payments for September 2025 and October 2025.	Jessica Stading	Gary Bridges	Y

Record of Vote

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

5. INFORMATION AND CONSENT CALENDAR**Action**

Approval of Minutes: August 25, 2025; September 22, 2025; October 6, 2025

Approval of Fiscal Reports: September 2025 & October 2025

COMMENT: None			
Motion	Moved	Second	Pass
Approve Minutes of August 25, 2025; September 22, 2025; and October 6, 2025 and Fiscal Reports from September 2025 and October 2025.	Gary Bridges	Theresa Woodbury	Y

Record of Vote

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

6. ANNUAL EVALUATION REPORT**Action**

COMMENT: Tim told us that the final report is open to questions. Home Visiting is closing and there are new data elements, including diapers and wipes. Lassen Links was messaged with referrals. Updating the data collecting. Depending on the nature of the program the data elements are adjusting. Kim talked about outputs data and outcome data. How many people got services differs from outcome data records changes in how the service impacted their lives. With the pathways program closing we had some midstream program changes. We are collecting low barrier data for the diapers and wipes. There is a new form for diapers and wipes and mention that we might reach out to the clients to ask how the program impacted them and supported their family. Consider the changes we might want to consider for the next year. No questions, but Gary liked the idea to evaluate what the outcome was the diapers and wipes. Lassen Links participants will be surveyed mid-year and end of year.

Motion	Moved	Second	Pass
Approve the Annual Evaluation Report as presented.	Jessica Stading	Gary Bridges	X

Record of Vote

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

7. ANNUAL AUDIT UPDATE

Public Hearing

Comment	Open	Closed
Ronda opened the public hearing. No Comments	9:19	9:20

8. F5 LASSEN ANNUAL REPORT

Public Hearing

Comment	Open	Closed
Ronda opened the public hearing. Tim said the report goes to First 5 California.	9:21	9:22

9. STRATEGIC PLAN FOCUS

Discussion

Summary
Last year with changes we decided on small initiatives. New Parent Kits and UPK Grant. Want to solidify the focus on what we want to get behind. We are flexible on what we want to support. Where do we want to focus or investments? Perhaps a needs assessment? Jessica mentions restricted hours to help preschool parents extend hours that 3-4 hours just isn't enough. Maybe have classrooms used for extra hours. 90k a year to extend for 2 classrooms. Parents need extra childcare. With SNAP and EBT benefits are on hold more people need to go back to work. Work is hard to get and also needs childcare. We need to expand childcare. Need to bridge the gap between fed and state preschool rules. Look at revised budget to see where we stand with incoming funds SPFA through 2028. Gary asked about support for Bieber pre-school. Lassen Links helps us support our more out of the way areas. Like Bieber and Fort Sage, and Herlong. We want to increase staffing for Lassen Links and promote it throughout the communities all the resources that are available. Use our diaper program to get better real time data of what our community needs. Teenage pregnancy places to live and the challenges to prevent homelessness in the community. Transportation is a huge problem in the area.

10. MOU/SOW WITH PUBLIC HEALTH

Discussion

Summary
Projects from last year was MOU with public Health. Natalie is the new public health director. These are between public health and Lassen links draft of services. To help public work understand the use for the funding. Tim will send Patrick Rubens the mou/sow. Working to collaborate with other partners so that people can refer to Lassen Links and get more work done. Getting the monthly reports together and things for the meetings. Referrals, community outreach and bookkeeping to help Public Health. Onboarding our partners to use the referral system and staff awareness. Getting the new person hired is the next important step and try to get them hired by January 2026. Looking toward a meeting Nov 17 th

11. REPORTS AND UPDATES

Quality Counts	n/a
Lassen HEARTS / MCAH	Awaiting budget approval from state. Created a breast-feeding space. Children and youth with special health care grant funds are accepted. Support and education is of high importance.
CHVP	Melissa is seeing families and Taylor is finishing her education. Looking forward to ordering supplies and stock the new building. Track and bill for Dula/CHW workers.
Health Collaborative	n/a
Lassen County Oral Health Committee	Lindsey is working with the schools and Layla is finishing her oral health needs assessment
Sierra Cascade Family Opportunities	Jessica – new director Cindy Hogue. Numbers are great. Need to get new parent kits offered for not first time parents at the hospital. Do we need to make more CHW training available?
LPC	n/a
Northeast Rural Clinic	Teresa has birthing classes starting next week in November. Keeping housing on the radar. New Wick director funding is on hold.
F5 Lassen Executive Director Report	Tim shared that lots of annual reports being done. UPK grant report. Community schools using space to do activities to build relationships in their empty time. CAPC Lassen links time slot being used every quarter to help meeting fatigue.

12. ADJOURN at 10:46am

FY 25/26 Meetings: Oct 27, 2025; Nov 17, 2025; Feb 23, 2026; Apr 4, 2026; Jun 22, 2026