



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Date of Meeting: November 17, 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: 813 0037 4491

Passcode: 974660

Minutes

ATTENDANCE

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

1. CALL TO ORDER — Welcome and Introductions

Name	Time
Ronda Hall	9:02am

- 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
Linsey Freeman	Lice combs are provided but not shampoo. Maybe a request for funding of the shampoo to kindergarten and public health at \$12.81 per kit. Or \$35. For a big bottle and then need to get smaller bottles. Teachers could keep them in the classrooms with trash bags and spray bottles perhaps make a small kit they can give out.

3. AGENDA APPROVAL, ADDITIONS, AND/OR DELETIONS

Action

COMMENT: None			
Motion	Moved	Second	Pass
Approve the agenda as presented.	Bridges	Gallagher	Yes

Record of Vote

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

4. INFORMATION AND CONSENT CALENDAR**Action**

Approval of Minutes: October 27, 2025

Approval of Fiscal Reports and Transfer of Funds: November 2025

COMMENT: None

Motion		Moved	Second	Pass
Approve Minutes of October 25, 2025, Fiscal Reports for November 2025, and Transfer of Funds.		Gallagher	Bridges	Yes
Jessica Stading	Approve	Brie Buckler	Approve	
Melissa Rakestraw	Absent	Gary Bridges	Approve	
Ronda Hall	Approve	Theresa Woodbury	Approve	
Chris Gallagher	Approve			

5. MOU/SOW WITH PUBLIC HEALTH**Action**

Approve budget total for this project.

COMMENT: Clark met with Public Health Director to discuss the hiring of the new employee. Utilizing the grants for this position looking for a dollar amount. There will be changes as they work through the hiring process. Only allocate \$36k for this position and use the other dollars to work on training. The long-term plan would allow partners to contribute to the staffing as time goes on. Funds could be prorated depending on when it is funded. Perhaps a 3-year contract. MAA means Medicare Administrative Activities. The new person could get funding from them when they work with MediCal applicants. Partnership is medical. And the person could work with them for funding as well. Examples of what the person would do are: Referral and Data Systems, to help with tracking and follow-up. Community and Partner Engagement: fairs and pop-up. Program and Strategic Support: Help with meetings and use/referral of Lassen Links. Reimbursable due to connecting clients to services. Track how much is coming into Public Health after this person. Contract is not yet complete but in process.

Motion:		Moved	Second	Pass
Approve \$46,800.00 as the maximum amount to be allocated to support the position in Public Health with \$34,656.00 being allocated for a .5 FTE Public Health Program Assistant.		Gallagher	Stading	Yes
Jessica Stading	Approve	Brie Buckler	Approve	

Melissa Rakestraw	Absent	Gary Bridges	Approve
Ronda Hall	Approve	Theresa Woodbury	Approve
Chris Gallagher	Approve		

6. DEVELOP RFP TO SUPPORT STATE PRESCHOOLS

Action

COMMENT: Discussion on exploring supporting state preschools such as Janesville, Westwood and McKinley to open from half day to full day. We will have approximately \$80K. Clark could get the RFP together for February action. Stading got numbers to change it from 4pm or to potentially to 5 or 5:30. We would need to extend hours and hire an additional TA . The non-state preschool would need 27K and state schools would need 53K. Sometimes extra TAs are needed for special needs. Chris asked can we get \$160? Review of budget would not allow that much. Would want the schools to demonstrate how many more kids they can serve. Targeting low-income families but not necessarily just state pre-schools? If we push out the funding to next FYE we can increase the funding until the following year.

Motion:		Moved	Second	Pass
Approve \$80,000.00 to go towards the development of an RFP to support State Preschools in Lassen County.		Gallagher	Woodbury	Yes
Jessica Stading	Approve	Brie Buckler	Approve	
Melissa Rakestraw	Absent	Gary Bridges	Approve	
Ronda Hall	Approve	Theresa Woodbury	Approve	
Chris Gallagher	Approve			

7. UPDATED FY 25/26 BUDGET UPDATE

Action

COMMENT: Clark says the budget is correct as presented

Motion:		Moved	Second	Pass
Approve updated budget including the dollar amounts approved for the MOU/SOW with Public Health and for the RFP to support preschools/daycare centers for Fiscal Year 25/26.		Bridges	Stading	Yes
Jessica Stading	Approve	Brie Buckler	Approve	
Melissa Rakestraw	Absent	Gary Bridges	Approve	
Ronda Hall	Approve	Theresa Woodbury	Approve	

Chris Gallagher	Approve		

8. REPORTS AND UPDATES

Information

Report	Update
Quality Counts North State	None
Lassen HEARTS/MCAH/CHVP	Have a new director. Change Hearts to Lassen Links. Budget was approved. Continuing work with the community. Diaper is highly effective. Larger while EBT and WIC was shutdown. Connections with the parents did improve, even enrolling some in the home visiting. Taylor is on her way to Early Development Training in Florida. They are enrolling more families. Melissa H is doing TouchPoint training. Hall is signed up for Mandated Court Visting.
Health Collaborative	None
Lassen Oral Health Program (LOHP)	Freeman is visiting all the outlying schools. Going back to the preschools soon.
Sierra Cascade Family Opportunities	Stading announced they have an opening for site supervisor at Susanville Fair Grounds. Nicollette is now part of management team. Cindy Hogue is taking over as director.
LPC	None
Northeastern Rural Clinic	Woodbury has birthing classes on going and needs lots of home visiting. Needs the referral process. Hopes are that another building will open to home visiting soon. Wants to get a post-partum group started.
Other	Nov 8 was TK training called Block Party on how to illustrate books. Great feedback. Assisted in 5 TK teachers to go to Quincy. Clark will get another meeting together to find out what were the successes and why others chose not to attend. Try to get all the schools hooked up with Lassen Links. Continue talking with Public Health to support Lassen Links. Assembly of God puts out about 1000 meals out at Thanksgiving. Everything is donated.

14. ADJOURN @ 10:05 am

FY 25/26 Meetings: August 25, Sept 22, October 27, Nov 17, Feb 23, April 27, June 22.