

**First 5 Plumas**  
**Plumas County Children and Families Commission**

Wednesday, March 6, 2019  
Health/Human Services Annex  
Social Services Conference Room  
270 Hospital Road  
Quincy, CA 95971

**MEETNG MINUTES**

**Commission Meeting:**

**1. Roll Call:**

Chairperson, Rachelle Hines called the meeting to order at 9:05 a.m.  
Commissioners, staff, and grantees introduced themselves.

**Commissioners Present:** Rachelle Hines, Lori Simpson, Brenda Lory,  
Colleen Kroll, and Kendrah Fredricksen (Pamela Becwar-Pending Membership)

**Commissioners Absent:** Neal Caiazzo and Andrew Woodruff

**Staff Present:** Ellen Vieira, Executive Director

**Consultants Present:** Lisa Watson and Katy Powell from SEI

**2. Approval of Meeting Minutes:** January 9, 2019

**Motion:** Commissioner Simpson made a motion to approve the minutes of  
January 9, 2019 as presented. Commissioner Kroll seconded the motion.

**Motion carried unanimously.**

**3. Fiscal Items**

**3a. Budget Calendar FY 2019-2020**

Discussion: Director Vieira explained that the annual budget calendar is the first  
step in the annual budget process. The calendar includes a timeline and who is  
responsible for the calendared budget activities.

**Motion:** Commissioner Fredricksen made a motion to approve the Budget  
Calendar FY 19-20. Commissioner Simpson seconded the motion. **Motion  
carried unanimously.**

**3b. Commission will take Action on the FY 18-19 Budget Report**

Discussion: Director Vieira reported that the current budget is 47.1% expended.

**Motion:** Commissioner Simpson made a motion to Accept the FY 18-19 Budget Report. Commissioner Kroll seconded the motion. **Motion carried unanimously.**

c. Commission will take action on the GASB Fund Balance Report

**Motion:** Commissioner Fredricksen made a motion to Approve the FY 18-19 GASB Fund Balance Report. Commissioner Lory seconded the motion. **Motion Carried unanimously.**

#### **4. Public Hearing-Statutory Compliance Item**

a. Commission will review and approve the Strategic Plan FY 2016-2021 without any changes or additions.

**Motion:** Commissioner Simpson made a motion to approve the Strategic Plan FY 16-21 without any changes or additions. Commissioner Lory seconded the Motion. **Motion carried unanimously.**

b. Commission will take action to accept the First 5 California Annual Report FY 17-18

**Motion:** Commissioner Fredricksen made a motion to accept the First 5 California Annual Report FY 17-18. Commissioner Lory seconded the motion.

**Motion carried unanimously.**

**5. Public Comment:** None

#### **6. Reports**

6a. Executive Director's Report-The following items were reported on during the Director's Report.

1. Child Abuse Prevention Council (CAP)-The Children's Fair is scheduled for Saturday, May 18<sup>th</sup> from 10 am – 2 pm. Organizations may still apply for mini grants.
2. Juvenile Justice Commission-The JJC had the election of officers last month and Bill Powers is the Chairperson, Kendrah Fredricksen is the Vice-Chairperson and Director Vieira remains the Secretary. Two new members are Andrew Woodruff, the Director of Public Health and Neal Caiazza, the Director of Social Services.
3. IMPACT Initiative-The QRIS/IMPACT Consortium meeting was held on February 27<sup>th</sup> and the meeting minutes were passed out to the Commissioners and attendees. Director Vieira encouraged the Commissioners to visit the IMPACT web site at [www.plumasstars.com](http://www.plumasstars.com).

4. High Sierra Parent Conference-The HSPC is scheduled for Saturday, March 14<sup>th</sup>. There is a total of 53 registered, including 7 organizers. This annual event will take place at the Fairgrounds in the Mineral Building.
5. North east Regional Updates-The region is currently discussing a regional Help Me Grow model. The counties are currently scheduling a face-to-face meeting in August 2019 in Bridgeport.
6. State Commission and Association Updates-The State Commission and the Association are meeting to discuss IMPACT 2.0. I have communicated Plumas County's need for funding the Early Childhood Education Specialist position that Liz Welch currently does through a contract with Plumas Rural Services.
7. SupplyBank.org-The Diaper Kit Program-Director Vieira passed out information from the Diaper Kit Program. The information also includes some information and data from Modo, Plumas and Sierra counties. Ellen is working directly with SupplyBank.org to hopefully bring this program to Plumas County. The Diaper Kit program was piloted 6 large-medium size counties. The program is modeled after the Food Bank model.

#### 6b. Commissioner Reports

Commissioner Fredricksen reported that she will be attending a three-day CASA training in Sacramento. Locally, she reported that the Memorandum of Understanding with the court (Judge Hilde) is in place.

### 7. Program Development

- a. Commission will consider a recommendation to the Board of Supervisors for the Commission membership of Pamela Becwar

**Motion:** Commissioner Fredricksen made a motion to approve a recommendation to the Board of Supervisors for the Commission membership of Pamela Becwar. Commissioner Lory seconded the motion. **Motion carried unanimously.**

- b. Commission will review and re-adopt the Complaint Protocols.

**Motion:** Commissioner Fredricksen made a motion to approve and adopt the Commission's Complaint Protocols. Commissioner Simpson seconded the motion. **Motion carried unanimously.**

- c. Commission will take action to accept the resignation of Commissioner Burgueno.

**Motion:** Commissioner Fredricksen made a motion to accept the resignation of

Commissioner Burgueno. Commissioner Lory seconded the motion. **Motion carried unanimously.**

d. Mid-year Program Evaluation Status Report FY 18-19 presented by: Lisa Watson, SEI Evaluation Contractor.

Ms. Watson reported that the programs were able to meet many of its desired outcomes. The home visiting programs are continuing to make a positive impact on families being served as evidenced by the number of people served, the services provided and the outcomes associated with service delivery. In addition, each of the programs continues to invest in continuous quality improvement efforts which include: improved data management efforts, enhanced service delivery and improved cooperation and coordination, as well as systems integration activities.

The Midyear Evaluation Brief FY 18-19 will be posted on the Commission's web site at [www.first5plumas.com](http://www.first5plumas.com)

Ms. Watson also presented the Help Me Grow Brief, which will help with the county-wide planning of a HMG model.

**Motion:** Commissioner Simpson made a motion to approve the Midyear Evaluation Status Report FY 18-19. Commissioner Kroll seconded the motion. **Motion carried unanimously.**

8. **Public Comment:** Brenda Lory reported that there are still CAP Council mini grants available until the April 6<sup>th</sup> deadline. She also reported that there is a new Special Needs Parent Support Group being developed by Holly Klauck, the new Family Empowerment Coordinator.

9. **Next Meeting Dates**

**DISCUSSION/ACTION**

- ◆ April 3, 2019 (Quincy)
- ◆ May 1, 2019 (Quincy)
- ◆ June 5, 2019 (Quincy)

10. **Adjournment**

Chairperson Hines adjourned the meeting at 10:50 a.m.

Submitted by: Ellen Vieira, Executive Director