

First 5 Plumas County Children and Families Commission

Wednesday, March 4, 2020
Health/Human Services Annex
Social Services Conference Room
270 Hospital Road
Quincy, CA 95971

MEETNG MINUTES

I. Roll Call:

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

Commissioners Present: Rachelle Hines, Neal Caiazzo, Pam Becwar,
Kendrah Fredricksen, Colleen Kroll, and Lori Simpson

Commissioners Absent: Andrew Woodruff

Staff Present: Ellen Vieira, Executive Director and Jaye Bruce, Family Services
Coordinator

Consultant Present: Lisa Watson, SEI Evaluator

II. Approval of January 8, 2020 Minutes-ACTION

Motion: Commissioner Fredricksen made a motion to approve the minutes of
January 8, 2020 as presented. Commissioner Caiazzo seconded the motion with
Commissioner Hines abstaining. **Motion carried.**

III. Fiscal Items

a. Commission will take action on the FY2020-2021 Budget Calendar.

Motion: Commissioner Fredricksen made a motion to approve the 2020-2021
Budget Calendar. Commissioner Kroll seconded the motion. **Motion carried
unanimously.**

b. Commission will take action to approve contract No. PCCFCS&N in the
amount of \$5,5000 for the audit of year ending June 30, 2020.

Motion: Commissioner Hines made a motion to approve the Smith and Newell contract No. PCCFCS&N in the amount of \$5,500 for the annual audit FY 19-20. Commissioner Becwar seconded the motion. **Motion carried unanimously.**

DISCUSSION: Ellen explained that the Commission received a proposal from Smith and Newell with a price increase of \$500. Ellen noted that the cost of the Commission's audit has not ever been increased in twenty years, so this increase is minimal.

c. Funding request from Head Start for a Mobile Vision Screener in the amount of \$7,000. Discussion Only

DISCUSSION: Ellen noted that Head Start intends to expand its vision screening services more broadly. She will get more information to the Commission prior to placing this item on the Junes agenda for action. If the Commission decides to approve this request, it will have to be placed in the next fiscal years budget.

IV. PUBLIC HEARING-Statutory Compliance Item

a. Commission will take action to approve the new Strategic Plan FY 2020-2025, which includes the Long Range Financial Plan. Lisa Watson from Social Entrepreneur's Inc. presented the new plan to the Commission.

MOTION: Commissioner Hines made a motion to approve the Strategic Plan and Long Range Financial Plan FY 2020-2025. Commissioner Fredricksen seconded the motion. **Motion carried unanimously.**

b. Commission will take action on the FY 18-19 First 5 California Annual Report.

MOTION: Commission Simpson made a motion to approve the First 5 California Annual Report FY 18-19. Commissioner Caiazzo seconded the motion. **Motion carried unanimously.**

V. PUBLIC COMMENT: None

VI. Reports

a. Director's Report-Director Ellen Vieira reported on the following:

1. Child Abuse Prevention Council (CAP)-The CAP Council has the following events scheduled: 1. Children's Fair is Saturday, May 16th 2. 5K Run is scheduled on Saturday, April 25 (location TBD).

2. Juvenile Justice Commission-Note the Commission's minutes in the board packets. The Commission has broad attendance with many governments and non-profit agencies. The most recent participation is David Hollister, the Plumas County District Attorney. On January 9th he updated the group on the department's Truancy Program.
3. QRIS/IMPACT RFA-The IMPACT/CSPP Block Grant and the QCC Block grant joint application is currently being written. Liz Welch, the IMPACT coordinator, Rachael Brothers, the LPC coordinator, and myself are currently editing some of the narrative that has been submitted by consultant Brenda Lory. The Letter of Intent was submitted on March 1st First 5 Plumas will receive \$235,537 over the three-year grant period. The RFA is due on April 15th.
4. LPC Update-On February 6th First 5 Plumas and the LPC conducted a Focus Group with parents at Portola Kids in Portola. The issue identified as the most important to parents is good adult-child interactions.
5. High Sierra Parent Conference-HSPC is scheduled for this coming Saturday, March 7th at the Mineral Building in Quincy. Currently there are 49 participants scheduled to attend. First 5 Plumas is providing children's books for the event. The books were purchased locally from Barn Owl Books in Quincy.
6. State Commission and Association Updates-The Association is currently looking to hire a new executive director as Moira Kenney resigned in January 2020. The annual Advocacy Day is scheduled for April 20th and 21st in Sacramento.
 - b. Commissioner Report(s): Commissioner Fredricksen reports that Melissa Lopez has been hired as the new CASA Program Manager. There is an April CASA volunteer training.

Commissioner Simpson reports that her time has been consumed with the Board of Supervisors and the Corona virus. She participated in the Family Reading night at Pioneer Elementary School. She enjoyed reading to the children.

VI. Program Development

- a. Funded Program Evaluation Status Report by Lisa Watson, Evaluator

MOTION: Commissioner Caiazzo made a motion to approve the Evaluation Status Report. Commissioner Simpson seconded the motion. **Motion carried unanimously.**

Evaluation Considerations: The First 5 home visiting programs are continuing to make a positive impact on the families being served. This is evidenced by the number of people served, the services provided and increases in all protective factors within families participating in the programs.

Considerations offered to ensure the year-end evaluation report is an accurate reflection of funding investments include: Focused attention to timely and complete data collection.

VII. Public Comment-None

VIII. Next Meeting Dates-There was no changes to the meetings scheduled.
April 1, 2020 (Quincy) ♦ May 6, 2020 (Quincy) ♦ June 3, 2020 (Quincy)

IX. Adjournment

Chairperson Hines adjourned the meeting at 11:00 am.

Minutes Submitted by: Ellen Vieira, Executive Director