

First 5 Plumas
Plumas County Children and Families Commission
Wednesday, April 4, 2018
Social Services Conference Room/Courthouse Annex
270 Hospital Road
Quincy, CA 95971

MEETNG MINUTES

Commission Meeting:

1. Roll Call:

Chairperson, Carol Burney called the meeting to order at 9:00 a.m. Commissioners and staff introduced themselves.

Commissioners Present: Carol Burney, Lori Simpson, Kendrah Fredricksen, Elliott Smart, and Rachelle Hines

Commissioners Absent: Colleen Kroll and Joanne Burgueno

Staff Present: Ellen Vieira, Executive Director

2. Approval of Minutes for March 7, 2018

Motion: Commissioner Simpson made a motion to approve the March 7, 2018 minutes as presented. Commissioner Fredricksen seconded the motion. **Motion carried unanimously.**

3. FISCAL/AMINISTRATIVE ITEMS

a. Impact Budget Revision Report

Discussion: Director Vieira reported that the Impact budget and the Action Plan has been revised by the local Impact Consortium. The revisions have been submitted to First 5 California and have been approved. She explained that the revisions reflect the current implementation that has changed due to the full-time staffing contract with Plumas Rural Services. The original version written by the previous Local Child Care Planning Counsel's coordinator did not include any paid staff positions.

Motion: Commissioner Smart made a motion to accept the revised Impact budget. Commissioner Simpson seconded the motion. **Motion carried unanimously.**

b. The Commission will take action on a Conflict of Interest Resolution No. 2018-2020

Motion: Commissioner Hines made a motion to approve the Conflict of Interest Resolution No. 2018-2020 for a period of two years. Commissioner Simpson seconded the motion. **Motion approved unanimously.**

c. Report on Child Care/Education Grants-Discussion Only

Discussion: Director Vieira reported that there are currently five applications in the process of approval. Four of the applications are from Family Child Care homes and one is from a center-based program. She also reported that there are several that Ellen has provided technical assistance to the providers.

4. PUBLIC HEARING: Statutory Requirement-Annual Review of the Strategic Plan FY 2016-2021.

Motion: Commissioner Hines made a motion to open the Public Hearing. Commissioner Smart seconded the motion. **Motion carried unanimously.**

a. Commission will take action to approve an addendum to the Strategic Plan FY 2016-2021.

Motion: Commissioner Hines made a motion to approve the addendum to the Strategic Plan FY 2018-2021. Commissioner Smart seconded the motion. **Motion approved unanimously.**

b. Commission will take action on the annual review/approval of the Strategic Plan FY 2016-2021.

Motion: Commissioner Simpson made a motion to approve the Strategic Plan FY 2016-2021. Commissioner Fredricksen seconded the motion. **Motion carried unanimously.**

5. PUBLIC COMMENT: None

6. REPORTS

3a. Executive Director's Report

Director Vieira reported on the following during the Director's Report:

1. Kindergarten Roundup Update-All of the KRU backpacks, books, and school supplies have been purchased. Thank you to Joanne Burgueno, Rachelle Hines, and Colleen Kroll the three commissioners who helped pack all of the supplies and volunteered to attend one of the events to meet with each of the children transitioning into school.
2. Update on CAP Council-Although there are still mini grants available through

the Cap Council, the deadline for submission is April 6, 2018. The annual Children's Fair is scheduled for Saturday, May 19th at the Quincy fairgrounds.

3. Update on LPC-The next LPC meeting is scheduled for Thursday, April 19th from 3-5 pm. The Council is planning a retreat in May.
4. Systems Meetings with SEI and First 5 Grantees-Lisa Watson has met several times with grantees both in-person and phone conferencing associated with the Systems Integration grant to SEI. Lisa reviewed various systems integration frameworks with the grantees and what would make sense in Plumas County. Providers worked to identify their current level of integration and also target a level of integration that meets the unique needs of Plumas County families. There will be a final report on these activities in October of 2018.
5. Participation in the Oral Health Planning and Coalition with PCPHA-Due to the Proposition 56 monies to fund oral health work in Plumas County, the Oral Health Coalition will be revitalized. Director Vieira has agreed to participate during the next four months to help conduct an oral health needs assessment and a planning framework prior to the use of these funds.
6. Resources for 0-5 at Pioneer Elementary-The resources for children ages 0-5 which was to be located at Pioneer Elementary School has been postponed for one year. In 18-19 the Quincy Elementary school campus will be under construction, so the students will be housed at the Pioneer Elementary campus.
7. High Sierra Parent Conference Planning-Update-There was an initial planning meeting for the parent conference. The budget is about 50% less than last year, so the conference will take place at the Fairgrounds instead of the FRC campus. Instead of contracting with a consultant to provide the keynote, we will recruit local talent to provide the workshops. A fall date has not been finalized.
8. Association and F5CA Updates-Director Vieira will be in Sacramento on April 30th through May 2nd. Along with the Association's executive committee and general meeting on May 1st, there will be a 20-year First 5 celebration on May 2nd at the Capitol. Commissioners Hines and Burgueno and their families will attend on May 2nd. Director Vieira has legislative visits scheduled on May 2nd.

5b. Commissioners Reports:

Commissioner Simpson reported that the Plumas-Lassen-Sierra Community Action Agency has a new two-year plan to fund local anti-poverty programs.

Commissioner Smart reported on the biomass plant in Quincy that will provide power to the Courthouse Annex building. The project is funded by the California Clean Energy Commission and the Plumas County Board of Supervisors.

Commissioner Fredrickson reported that there is a Plumas CASA fundraiser scheduled for Saturday, May 5th from 6-8 pm at the Quincy Elks Lodge. Included in the Cinco de Mayo festivities are a taco bar, children's games, Piñata's, prizes, and a 50/50 raffle.

7. PUBLIC COMMENT: None

8. PROGRAM DEVELOPMENT

8a. Commission will take Action on a two-year reappointment for membership of Commissioners Carol Burney, Colleen Kroll and Rachelle Hines.

Discussion: Commissioner Burney has decided that this will be the last year of her membership on the Commission. Carol has been a commissioner since 1999 and her expertise and advocacy for young children will be missed. Ellen has met with Commissioner Hines who has decided that she will step-up to the Chair position on the Commission.

Motion: Commissioner Smart made a motion to approve the 2-year memberships of Commissioners Kroll and Hines. Commissioner Commissioner Simpson seconded the motion. **Motion carried unanimously.**

8b. Commission will nominate and take Action on the First 5 Plumas Executive Committee Officers for the year 2018-2019.

Motion: Commissioner Smart made a motion to nominate and elect Rachelle Hines as Chairperson, Colleen Kroll as Vice Chairperson, and Joanne Burgueno as Treasurer for a term of one-year. Commissioner Simpson seconded the motion. **Motion** carried unanimously.

8d. Report on the First 5 Association's Network activities-See Report

9. PUBLIC COMMENT: None

10. NEXT MEETING DATES: May 2, 2018, June 6, 2018, and September 5, 2018

11. ADJOURNMENT-Commissioner Burney adjourned the meeting at 10:40 a.m.

Minutes Submitted by: Ellen Vieira