

5 Plumas
Plumas County Children and Families Commission
Meeting Minutes
Wednesday, September 4, 2019

Courthouse Annex
Department of Social Services, 2nd Floor
Quincy, CA 95971

I. Roll Call:

Chairperson Rachelle Hines called the meeting to order at 9:00 a.m. Commissioner's and staff introduced themselves.

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

Commissioners Absent: Andrew Woodruff

Commission Vacancies: 2

Staff Present: Ellen Vieira, Executive Director

II. Approval of June 5, 2019 Meeting Minutes

MOTION: Commissioner Fredricksen made a motion to approve the June 5, 2019 meeting minutes as presented. Commissioner Becwar seconded the motion.

Motion carried unanimously.

III. Fiscal Items

a. Actual FY 2018-2019 Budget Expenditure Report

Motion: Commissioner Kroll made a motion to accept the FY 2018-2019 Actual Budget Expenditure Report. Commissioner Simpson seconded the motion.

Motion carried unanimously.

DISCUSSION: Director Vieira reported that 82.4% of the \$701,345 budget has been expended. Fifteen percent was spent on Administration, 78% on Program, and 7% on Evaluation. Ellen explained that the reason the budget is only 82% expended was due to the fact that only new licensed child care providers will receive a mini grant. All of the unexpended funds will remain in the Commission's Trust Fund.

IV. Public Comment: None

V. Reports

Executive Director's Report

1. Early Intervention System Development-I am going to move forward this fiscal year to develop a county-wide system of early intervention screening. The model I'm looking into is Help Me Grow. The first task will be to develop a work plan and invite key stakeholders to participate on a planning committee. This whole process could take up to two years to complete, so I'll update the Commission during my reports on the progress.
 2. F5CA Funds Impact 2.0-As the Commission knows, the State Commission approved Impact 2.0 in the amount of \$103 million. This is less than Impact 1.0 and the focus is on alternative settings such as Family Friend and Neighbor providers and home visitors. I will be meeting with the SELPA director, Kevin Bean to see if we can combine the funds from QRIS and Impact so that Liz Welch can continue serving both state-funded sites and the alternative sites.
 3. F5CA Annual Report and Audit FY 18-19-These reports are due to the state commission and the State Controller's Office by November 1st. The audit and the annual reports will be placed on the Commission's October agenda.
 4. Annual Evaluation Reports-All of the grantee's data has been submitted to SEI and the draft report will also be on the Commission's October agenda.
 5. Special Needs Advocacy Collaborative-Even though Brenda Lory has moved from Plumas County, the SNAC will still move forward under the direction of SELPA director Kevin Bean and Aimee Haney from Behavioral Health.
 6. ASD-35-Certification of Compliance FY 2019-2020-Annually the State Commission requires each commission to submit an ASD-35 to ensure that all statutory requirements have been met. Plumas submitted the ASD-35 on July 1st. and it has been approved to receive revenues FY 19-20.
 7. Strategic Planning and SEI-I have reviewed the evaluation reports since 2015-2016 and there has been an increase in some and a decrease in others such as behavioral health and case management. Anecdotally, from the crisis and resource centers there is an increase in the number of families with children 0-5 who need housing and other basis resources. Therefore, I asked SEI to submit a small scope of work for the strategic planning, which will include direct feedback from families and some facilitation with the Commission. I will have that contract and scope of work on the Commission's October agenda.
- b. Commissioner Report(s): Commissioner Hines reports that she spoke to the occupational therapist from the school district who asked if the Commission could fund a gait lift to serve children 0-5.

DISCUSSION: Ellen will meet with her and will put this request on the Commission's October Agenda.

VI. Program Development

- a. Commission will take action to accept the First 5 Plumas membership resignation of Brenda Lory.

Motion: Commissioner Simpson made a motion to accept the resignation of Commissioner Brenda Lory. Commissioner Fredricksen seconded the motion.
Motion carried unanimously.

- b. The Commission will take action to renew the Memorandum of Understanding (MOU) between the County of Plumas and First 5 Plumas.

Motion: Commissioner Fredricksen made a motion to approve the Memorandum Of Understanding with the County of Plumas with an automatic annual renewal. Commissioner Caiazzo seconded the motion. **Motion carried unanimously.**

- c. Commission will discuss the employment of Jaye Bruce.

DISUCSSION: Director Vieira explained that due to the changes in the California Independent contracting laws, she reviewed all of the commission's contracts. Due to the fact that Jaye has been contracting with the commission for twenty years and she does not currently have other contracts, she should be classified as an employee. Part of her work plan will include the planning of Help Me Grow, which will be implemented under the commission. Her employment will be added to the FY 19-20 budget in October and an employment contract will be placed on the January agenda after County Counsel approves the contract to form.

VII. Public Comment: None

VIII. Next Meeting Dates: October 2, 2019, January 8, 2020, and March 4, 2020

IV. Chairperson Hines adjourned the meeting at 10:30 am.

Submitted by: Ellen Vieira, Executive Director