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"Making a positive difference in the lives of young children"

Commission Meeting

(Continuance of Strategic Planning)

Tuesday, October 5, 2010 @ 3 p.m.

@ Tehama County Department of Education
1135 Lincoln Street – Gallery – Red Bluff, CA 96080

MINUTES

Attendance: Paula Brown Almond, Tony Cardenas, Cynthia Cook, Larry Champion, Valerie Lucero, and Charlene Reid.

Absent: Beverly Grace, Mildred Johnstone, and George Russell

It was announced that this was Commissioner Reid's first meeting as Vice Chair.

1. **PUBLIC HEARING:** Fiscal Year 2009-10 Draft Annual Report and Draft Audit was held. Chairperson Lucero announced that the notice of Public Hearing was published in the Red Bluff Daily News on September 13 & 20, 2010. Notice was also posted at the Tehama County Department of Education on September 13 and now was the last opportunity for any public comment.

No comments were heard.

2. **PUBLIC COMMENT** - None heard

3. **CONSENT AGENDA:** These items include routine fiscal and administrative actions to be approved by a single majority vote.

- 3.1. Minutes from Last Meeting

- Correction: 4.1.c Local Partnerships: Corning Youth Fair [*sponsored by Corning Family Resource Center*] was held...

Commissioner Cynthia Cook made the motion to approve the corrected minutes; Commissioner Paula Brown-Almond seconded, motion carried 5/0.

- 3.2. General Warrant Register

- 3.3. Claims

Commissioner Cynthia Cook made the motion to approve the General Warrant Register and the Claims as submitted; Commissioner Tony Cardenas seconded, motion carried 5/0. (*Commissioner Larry Champion arrived after the vote*)

4. **REGULAR AGENDA:**

- 4.1. EXECUTIVE DIRECTOR REPORT:

- a. Major Activities:

1. Annual Report & Audit

COMMISSIONERS: Valerie Lucero, Chairperson • Charlene Reid, Vice Chairperson
Paula Brown-Almond • Tony Cardenas • Cynthia Cook • Larry Champion • Beverly Grace • Mildred Johnstone • George Russell

2. Public Relations & Partner Engagement
 3. Evaluation, Financial, and Membership Committees prep & work
 4. Commission meeting prep
- b. Council & committee meetings:
1. InterAgency Coordination Council; Corning Family Resource Center Advisory; Tri-County Mobile Dental Clinic; Mental Health Services Act Steering Committee; and Evaluation, Financial, and Membership Committees
- Please see the executive director if you have any questions about activities or meetings.
- c. Local Partnerships:
1. Northern California Child Development – from Family Start to Early Head Start expansion: Denise Snider met with NCCDI staff – they expressed their appreciation of the years of funding through First 5 Tehama; loved being a part of the grantee cluster and Health Partnership CCC group. The new funding through Department of Health and Human Services has enabled them to expand to 22 direct services staff, providing services throughout Tehama County in a year-round program.
 2. Family resource centers and preschools throughout Tehama County will join the world record-breaking campaign by reading Ezra Jack Keats' A Snowy Day to families who stop by to take part in the event. Commissioners Cynthia Cook and Charlene Reid volunteered to attend the October 7 event at separate locations. Flyer was handed out.
 3. The Diaper Drive will be October 1 through October 31. Any size diapers may be dropped off at any Family Resource Center in Tehama County. Flyer available for display at local offices.
 4. Director Snider highlighted the final meeting with N.C.C.D.I. regarding the Family Start program. Their project coordinator, Tori Prest, spoke about how their small Family Start program grew from a home base only program with three direct services staff and a program coordinator to twenty-two direct service staff including home visitors, primary care center staff for three infant toddler centers and family advocates. Family Start was an eleven month program and they have been able to expand the Early Head Start services to be year round, and have transition plans for families to move right into Head Start when each child turns three, then will continue services for that child and family until they are five. She also stated that looking back they would not make any major changes if they had it to do all over again.
 5. A Nurturing Parenting program is being offered in Rancho Tehama beginning October 21. This is a 15 week parenting class and flyers were available.
- d. State Partnership: First 5 California:
1. On September 14, the Dental Health Foundation honored the 58 County First 5 Commissions for their leadership, investment, and on-going efforts to address the oral health needs of California's youngest children. As of September 2010, the Dental Health Foundation will be known as the Center for Oral Health, accompanied by a tag line, "Collaboration, Innovation, Advocacy."

2. According to the California Medical Association, new assistance from the healthcare reform law would boost Healthy Families funding considerably. From 2013 to 2019, California would receive a 23-percent increase in the Federal Medical Assistance Percentage (FMAP) in Healthy Families. This means federal funding will increase, paying 88 cents out of every dollar spent on the program.
 3. On September 30, 2010, Gov. Arnold Schwarzenegger's signed the Kindergarten Readiness Act of 2010 authored by State Senator Joe Simitian (D-Palo Alto). Simitian's measure requires children to be five years old to start kindergarten, and provides an additional year of "Transitional Kindergarten" for children with fall birthdays. California currently requires new kindergarten students to be five by December 2 of the school year. The Kindergarten Readiness Act moves the cutoff date to September 1, phasing in the change a month at a time over three years, beginning in the fall of 2012. During this phasing process a Kindergarten transition program will be created for children without any additional costs.
- 4.2. Committee Reports: Evaluation Committee
- a. INFORMATIONAL: Review of FY 09/10 Draft Annual Program Outcomes Evaluation Report & Draft Annual Report Executive Summary (summary enclosures)
 4. Committee chair reported and introduced Cathy Adams-Minicucci for the PowerPoint presentation. Cathy highlighted the home visiting programs as the proven mode of services in reaching the most families in the community.
- 4.3. Committee Reports: Financial Committee
- a. INFORMATIONAL: S.H. Cowell Foundation and the Corning Family Resource Center Funding
 1. NVCSS has commitments from the community to fulfill the matching funds requirement of the Cowell Foundation. Has agreed to meet with the Commission's Financial Committee to go over their project and plans for the future.
 2. Commissioner Tony Cardenas expressed his concerns about NVCSS's commitments for funding; as a community representative, he is apprehensive about what the organization is committing themselves to in order to receive funding. He also reported that the funding commitments are not considered core funding streams and this is still an issue for the organization's sustainability.
 - b. DISCUSSION/ACTION: Final Funding Scenario Recommendations as developed by the Commission's Financial and Program Evaluation Committees and Executive Director: Commissioner Valerie Lucero stepped out during the discussion of this item. Fiscal Year 2011/12 funding recommendations were reviewed. The commission recommended the discussion and review continue with the Financial Committee with reports to the commission as needed.

The following recommendations were heard:

FINAL FUNDING SCENARIO RECOMMENDATION

- A. *First 5 Commission is a policy making commission that guides long term investments from a systems level perspective and has provided the organization and leadership for the System of*

Care for children 0 - 5. With declining revenues, School Readiness (SR) which has been the platform for the System of Care, becomes our funding priority.

The Commissioners will use their roles and expertise to support the formalization of the existing System of Care. Common goals will be developed in partnership with stakeholders and commitments outlined and monitored to ensure the on-going success of the System of Care.

This countywide System of Care for children 0 to 5 becomes an essential element to any future grant writing, partnerships, and advocacy that targets 0-5 year olds.

- B. *Final funding recommendations (through 2019-2020) of the Program Evaluation & Financial Committees as well as of the Executive Director are:*
1. Program funding that will continue to be maintained will be School Readiness, Mobile Dental Clinic, and Community Strengthening
 2. Remaining contracts will sunset in 2010/2011 and there will be no RFP's issued
 3. Expand School Readiness funding up to \$299,246 in 2011/2012 with annual increase of 4%
 4. Review annual activities and contributions for Community Strengthening
 - a. In 2011/12 increase Community Strengthening by \$7,600 for a total of \$35,000
 - b. Transfer funds used for Annual Conference (\$5,000) and Provider Recognition (\$5,000) to provide annual investment of \$16,000 to Corning Family Resource Center
 5. School Readiness and First 5 Office will assume coordination of the Mobile Dental Clinic
 6. Expand commission staff duties to include daily School Readiness program support (requisitions, data entry, calendar, parent education opportunities), evaluation, strategic planning, and grant research and writing duties
 7. The Commission will not contribute to the sustainability fund when funds are being drawn down.

After much discussion, Commissioner Tony Cardenas made the motion to approve the Funding Scenario as submitted with the understanding that it can be revisited as needed, Commissioner Paula Brown-Almond seconded the motion; motion carried 5/0 with 1 abstention (Commissioner Lucero).

Denise Snider will contact programs regarding this decision.

- 4.4. INFORMATIONAL: Update - Annual Strategic Planning Day: Friday, October 29, 2010 cancelled due to ongoing planning during regularly scheduled commission meetings. The strategic planning process will continue over the next several months.
- 4.5. Committee Reports: Membership Committee - Review Recommendations & Possible Impacts from Ethics Best Practices
 - a. DISCUSSION/ACTION: Procedure for Filling Commissioner Openings (enclosure) – recommended changes reviewed and submitted by the Membership Committee.
Commissioners requested “Conflict of Interest Policy Review” be added to their annual calendar for future review.

Review of Bylaws by the membership committee and recommendations for any changes will be brought to the commission.

Commissioner Larry Champion made the motion to approve the changes to the Procedure for Filling Commissioner Openings as submitted and look at initiating process to amend the Bylaws; seconded by Commissioner Cynthia Cook, motion carried 6/0.

b. INFORMATIONAL: Announce Commissioners Term Expires

- Commissioners Mildred Johnstone & Cynthia Cook – revised Procedure for Filling Commissioner Openings will guide current commissioners who wish to reapply and will also provide guidance for announcing openings at community meetings.

4.6. INFORMATIONAL: First 5 California and Small County Augmentations

a. Jeff Brown, Commissioner in Nevada County and the current CHEAC president is communicating with Commissioners in counties that lost the administrative augmentation. He will be meeting with First 5 Association director to discuss further action on this decision from the state commission. Possible collaboration on letters to State Commission denouncing the decision to cut small county augmentation.

4.7. INFORMATIONAL: Commissioner Updates – None Heard

4.8. ADJOURN

Next regular meeting, Tuesday, November 30, 2010

POSTED: October 1, 2010

Communications received by the FIRST 5 TEHAMA, Tehama County Children and Families Commission and Commissioner Information Packets are on file at the Office of the Executive Director, 1135 Lincoln Street, Red Bluff.

If you need disability modification or accommodation in order to participate in this meeting, please contact the Commission office at (530) 528-1395 at least 48 hours prior to the start of the meeting. Government code Section 54954.2(a).

Any written materials related to an open session item on this agenda that are submitted to the Commissioners less than 72 hours prior to the Commission meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at the Commission Office, 1135 Lincoln Street, Red Bluff, California, during normal business hours.