



Denise Snider, Executive Director  
P.O. Box 8580 (1135 Lincoln Street) Red Bluff, CA 96080  
Ph.: (530) 528-1395 • FAX: (530) 528-1396  
Email: [densnider@sbcglobal.net](mailto:densnider@sbcglobal.net)  
Web Address: [www.first5tehama.com](http://www.first5tehama.com)

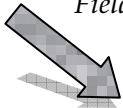
*"Making a positive difference in the lives of young children"*

---

# Commission Meeting

October 6, 2009 @ 3:00 p.m.

*Field trip begins at Mobile Dental Unit in WIC Parking lot at Public Health*



Business Meeting will begin at 3:30 p.m.

@ Tehama County Public Health Modular - Shasta Room  
1860 Walnut St., Red Bluff, CA 96080 - 527-6824

## MINUTES

**Attendance:** Tony Cardenas, Larry Champion, Beverly Grace, Mildred Johnstone, Charlene Reid, and George Russell.

**Absent:** Paula Brown Almond and Valerie Lucero

1. **PUBLIC HEARING:** Fiscal Year 2008-2009 Annual Report and Audit (draft executive summaries were sent to commission for review and discussed at meeting; full reports can be reviewed at commission office)
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. COMMISSION MEETING MINUTES

- Minutes from August 25 meeting

### 3.2. GENERAL WARRANT REGISTER

### 3.3. CLAIMS

Commissioner George Russell made the motion to approve the consent agenda as submitted; Commissioner Charlene Reid seconded, motion carried 6/0.

## 4. REGULAR AGENDA

### 4.1. INFORMATIONAL: Director's Report

- Work plan highlights:
  - Finalize Grantee's annual scope of work, budget, and payment and reporting schedule
  - Finalize Semi-Annual Comprehensive Approaches to Raising Educational Standards (CARES) Report
  - Finalize Audit
  - Draft Annual State Reports: Fiscal, Program, and School Readiness
  - Action Plan Update
  - Annual Strategic Planning Day prep
  - Commission meeting prep

- Commissioners whose positions are expiring will submit their letter of interest for renewing by the November meeting. Commissioners Brown-Almond and Grace's positions are due to expire January 2010. Other membership news, Commissioner Jeannie Jacobs submitted her letter of resignation with regrets due to her work schedule. Commissioner Beverly Grace requested reapplication process be sent to her and Commissioner Brown-Almond along with sample letter.
- Director Snider will be attending the Association and State Commission meetings in Los Angeles in October.
- Reminder: Financial Committee meeting is scheduled for Wednesday, October 19 @ 11 a.m. at the Commission office – members Larry Champion and Valerie Lucero have committed to attending on this day. Commissioner Charlene Reid is not available but will meet with Denise Snider, Executive Director prior to the Strategic Planning for an update.

**Local Partnerships:**

- Northern Valley Catholic Social Service (NVCSS) and School Readiness have partnered to fill a big gap in the Central Tehama County area. Last June Shasta College discontinued their English as a Second Language classes in Gerber. Through a partnership with School Readiness and NVCSS, English as a Second Language classes will be offered every Tuesday evening starting October 6 from 5:30-7:30pm. In addition, through this partnership Nurturing Parenting Workshop will be offered in Spanish the last Tuesday morning of every month. Both classes will be held in the Gerber Community at the Gerber Bible Fellowship Church. Free Childcare will be provided. School Readiness will be offering the Nurturing Parenting Workshops every month in English at the First Steps Family Resource Center.
- A partnership with Regina Bell and Manton School has been established with School Readiness to support the development of a preschool playgroup once a week at Manton School. School Readiness will pattern the playgroup off the successful format developed in partnership with Rancho Tehama and Fournoy Schools. This has been a great way to work with preschool age children and their parents in outlying rural areas where no formal preschool is available.
- Emerging gap for services for children in Tehama County: Per Gayle Hage from the Early Start (ES) Program is looking for resources for Tehama County families who will no longer qualify for the ES Program due to changes from the state budget. Early Start will continue to serve children who have an Established Risk (like Down's Syndrome). However, for developmental delays, they will have this same criteria if children are UNDER 2; **but** at age 2, the minimum eligibility requirement **is now** a 33% delay in two areas OR 50% in one area. Those not meeting these requirements as well as children served under High Risk for Delays (preemies, drug exposure, DD parents etc.) may be placed in the Prevention Program. Gayle was not sure how many children this change may affect in Tehama County. Denise Snider reported that the basics of the Prevention Program are that Far Northern Regional Center (FNRC) will monitor development, use generic resources, and make referrals as needed. FNRC will not purchase services for children enrolled in the Prevention Program.

**4.2. INFORMATIONAL:** Strategic Planning Preparation for Friday, October 30, 2009 @ 8:30 a.m. - 3:30 p.m. Tehama County Department of Education – Assembly Room

- A look at the day and what will be given to Commissioners for their review and input. Folders with documents preparing commission for the strategic planning day were distributed. Lois Lang will be our facilitator. Cathy Minicucci our evaluation consultant will also be present along with various stakeholders. Beverages will be served in the morning with lunch provided on-site. Denise Snider asked commissioners to review the strategic planning executive summary and report back at the Strategic Planning day along with S.W.O.T. documents.

**4.3. INFORMATIONAL:** FY 08/09 Annual Program Outcomes Evaluation Report

- Cathy Minicucci, Evaluation Consultant, presented the FY 08/09 Annual Evaluation Report and outlined the annual report information in a summary document.

Notable Trends include:

- \* Schools are reporting they want center-based programs
- \* Barriers to dental care: system does not update on current status – reflects only that patient is behind if previous checkups were missed; parental hesitation for a variety of reasons; limited education on importance of dental care.

Commission requested stats on access to health care longevity provided if possible by the strategic planning day. Cathy Minicucci will see if health matrix can be performed again to get a better idea of local health needs.

**4.4. INFORMATIONAL:** Suspension of Grantee Contract Agreement Renewal Request Policy – to be decided at Strategic Planning Day session on October 30, 2009. **TABLED**

- Policy: Total funding amounts and the length of all funded projects are determined contractually based on submission and acceptance of grant proposals. Projects that have successfully followed their Scope of Work (Exhibit I), are in compliance with their contract, and are continuing to address community and First 5 Tehama Commission needs, may ask for a one time only renewal for two (2) years of their contract agreement. This is only for continuation of a current successful project; any new project will be considered through the standard RFP process.

**4.5. INFORMATIONAL: Project Updates**

**GRANTEE**.....Northern California Child Development, Inc. (NCCDI)

**Project Name**.....Family Start

**Project Coordinator** .....Tori Prest

**Project Description:** This English/Spanish family-focused home-visiting program serving pregnant women and families; priority given to children 0-3 years of age. Family Start educates parents about child development, develops a plan based on the parents’ needs and desires, and helps in obtaining needed resources.

**Project Status:** Tori Prest, Family Start Project Coordinator, gave an update of the Family Start project activities. Distributed PowerPoint handouts on key program accomplishments and overview of proposed Early Head Start grant and community impact.

October 6, 2009 - MINUTES

---

**4.6. INFORMATIONAL: Presentations**

- Tehama County Community Needs Assessment 2008 - Andrea Molarius, NCCDI: Discussion of the local Needs Assessment as produced by NCCDI outlining local landscape, needs, and trends.
- From Family Start to Early Head Start - Andrea Molarius, NCCDI: Overview of potential funding through Early Head Start project.

**4.7. ACTION:** November Commission meeting date November 24 – will be left on calendar as scheduled.

**4.8. INFORMATIONAL:** Commission Updates – time did not allow for this item.

**4.9. ADJOURN TO CLOSED SESSION**

**4.10. CLOSED SESSION: PERSONNEL COMMITTEE** – Meets Quarterly with Commission (October, January, April - Closed Sessions) & with Director (September, December, March, June)

**4.11. RECONVEIN TO OPEN SESSION**

**4.12. ACTION:** Personnel Committee Report – due to Jeannie Jacobs resigning, Commission Tony Cardenas will be asked to replace her on this committee.

**4.13. ADJOURN at 5:45 p.m.**

**Strategic Planning Meeting Day Friday, October 30, 2009 – 8:30am-3:30pm; TCDE Assembly Room**  
**Next regular commission meeting will be November 24, 2009**

*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.*

*rcm*