



**Children and Families Commission Meeting Minutes:
October 18, 2023 – 1:00pm**

MEMBERS PRESENT	Chairperson Dwight Foltz, Tom Arnold, Christine Zoppi (alternate)	
MEMBERS ABSENT	Co-Chair Bill Wathen, Phadie Irons	
GUEST	Chrissy Millen and Dusty Thompson (GCOE)	
STAFF PRESENT	Executive Director Patricia Loera, Administrative Assistant Cindi Ambriz	
AGENDA ITEMS	DISCUSSION	ACTIONS & RECOMMENDATION
Call to Order, Establish Quorum, Verification of Posting of Agenda, and Approval of AB361 Compliancy 30-Day Resolution	Chairperson Foltz called the meeting to Order at 1:00pm Quorum was established Cindi Ambriz confirmed posting of Agenda 10/12/2023	Approval of AB361 Compliancy 30-Day Resolution Tom Arnold: Made first motion Christine Zoppi: Made second motion Roll Call: Tom Arnold, Dwight Foltz, and Christine Zoppi
July Minutes	Minutes were approved as presented.	Approval of July 2023 Minutes Tom Arnold: Made first motion Christine Zoppi: Made second motion Roll Call: Tom Arnold, Dwight Foltz, and Christine Zoppi
Public Comment Minute 51	Moved to the end of meeting Executive Director shared that with declining funding from the state, and a need to increase staff hours to meet demands of families in need, the First 5 Glenn 2022-2023 expenditures exceeded the established budget for 2022-2023. State revenues declined by approximately 1/3 of the total projections.	Commissioners discussed the decline, intention of sustainability and decided to table this discussion for a scheduled committee meeting for a later date.
First 5 Glenn County Audit/Annual Report	a. Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act and prescribed in California Health and Safety Code section 130151 (b). The Commission received the official letter from Joel James, Chief of the Financial Audits Bureau stating that the	Acknowledgement of information received regarding Audit and Annual Report Christine Zoppi: Made first motion Tom Arnold: Made second motion





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	<p>desk review of the annual audit report for the fiscal year ending June 30, 2022 was complete.</p> <p>b. California Health & Safety Code, Section 130140 (d) (2), Commission reviewed the submission of the 2022-23 Audit and Annual Report request for extension from October 31st-December 7th as extended and approved to all small counties from First 5 California.</p> <p>Commissioner Zoppi asked Fiscal Department from GCOE some questions: How does the money comes into the county- it comes through the Department of Finance then into GCOE on behalf of Commission into is respective account. Who creates the budget? - Executive Director creates the budget, GCOE just input it in to the system. She then asked the Executive Director some questions: Is the budget brought to the Commission for approval? - yes at the beginning of the fiscal year. What is the finding on the audit? –to meet the needs of families, June/July hours needed to be increased for all staff, who are all part time, with increased hours it qualified them for PERS. The Commission is its own employer of record, they voted to have the decisions on hiring, firing, evaluations, and position status, First 5 staff are considered GCOE employees when it comes to PERS and are under their Tax ID number. All staff declined benefits, ED declined her benefits COLA/raises to lower cost of her position. The finding would be the over-expenditure of budget, the delay of closing the books to complete Audit.</p> <p>Commissioner Zoppi asked if there was a letter or something that shows this direction of increasing hours? Executive Director let her know that all directions and direct assignments are from the State.</p>	<p>Roll Call: Tom Arnold, Dwight Foltz, and Christine Zoppi</p>
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First 5 Glenn County Financials	Commissioners received statement of Tax Revenue Distributions pursuant to California Health & Safety Code section 130150, available financials reports, and SPCFA updates. Executive Director let them know that there is a delay in disbursements which also adds to the deficit.	Recognition and Acceptance of Financial Information Christine Zoppi: Made first motion Tom Arnold: Made second motion Roll Call: Tom Arnold, Dwight Foltz, and Christine Zoppi
Home Visiting Grant	Commission was given an update on the Home Visiting Grant, MOU, and invoices.	
Upcoming Commission Meeting	Commissioners decided to set this date through email. There was a suggestion for an additional item to be added to the Agenda Next Meeting: TBA	Add “Future Agenda Item” to the next Agenda.
Adjournment	Meeting Adjourned: 2:12pm	