

FIRST 5 GLENN COUNTY

CHILDREN & FAMILIES COMMISSION MEETING

Commission Meeting Minutes – July 10, 2018
First 5 Glenn County Office- Conference Room
1035 West Wood Street
10:00 a.m.-11:30 a.m.

Commissioners Present:

Chair Person – Dwight Foltz, Co-Chair Jody Meza, Melissa Stearns, Heather Aulabaugh, and Bill Wathen

Alternates Present: None

Executive Director: Patricia Loera

Others Present: Rosa Esparza
Cindi Ambriz
Phadie Irons
Bobby Sue Althaus

Special Guests: None

1. CALL TO ORDER:

Chair Dwight Foltz: Called this board meeting to order at 10:33 a.m.

2. ESTABLISH QUORUM:

Quorum was established

3. VERIFICATION OF POSTING OF AGENDA:

Rosa Esparza confirmed posting of Agenda – July 7, 2018

4. No Public Comment regarding non-agenda items

5. APPROVAL OF MINUTES:

Approval of Minutes: June 12, 2018 meeting minutes
Commissioner Jody Meza> made a motion to approve
Commissioner Melissa Stearns> made the second

✓ **APPROVED**

6. Public Comment:

- *Chair Person Dwight Foltz informed the commission that Commissioner Tami Ritter is resigning from this Board of Commissioner due to her recent incepton to the Board of Supervisor- Butte County.*
- *Executive Director Patricia Loera added:*

-Tami's term ends November 3

-New Board of Supervisor Appointee will be selected at next meeting.

-Next meeting with have a smaller quorum due to smaller commission size.

- *Phadie Irons updated everyone on the QRIS Spectrum and its startup will be soon.*

BUSINESS

7. ACTION ITEM: Commissioner Reappointment – Jody Meza

Commission receives Jody Meza's reappointment letter, and was informed that she would be appointed until she resigns.

✓ **APPROVED**

8. ACTION ITEM: First 5 California has distributed all newly revised parenting kits for 2018-2019

Executive Director Patricia Loera informed the commission of the new Parenting Kits (200- English 200-Spanish) that were ordered and received. She proceeded to explain the kit and its contents.

COMMENTS:

Phadie Irons asked how the parents receive the parenting kits.

Rosa Esparza, First 5 Programs/DATA Coordinator, informed everyone that she called several agencies to deliver kits.

✓ **APPROVED**

Full Commission Accepted

9. ACTION ITEM: New Audit 2017-2018

Commission discussed 2017-2018 audit to be completed and reported by Sarah Fiehler with Christy White and Associates.

Patricia informed them that this was the last year covered in the current 3-year contract under GCOE with Christy White and Associates for the 2017-2018 Audit Report. She presented the current contract with Christy White and Associates approved August 9, 2016. She then informed them of the agreement by Christy White and Associates to keep the same rate for the next 3-year contract as it was under GCOE. Commission voted to maintain contract with this agency.

Commissioner Jody Meza > made a motion to approve
Commissioner Bill Wathen > made the second

✓ **APPROVED**

10. ACTION ITEM: SEI- Social ENTREPRENEUR INC. 2018-2019 scope of practice.

Patricia presented SEI's SOP to commission. She then informed them of the inconveniences Rosa Esparza, Data Coordinator, has had with the Data Reporting System ODM. She then informed everyone that Sarah Yeats Patrick resigned and Sarah Boxx retired. Patricia explained Andrew Parks (Data Master) new role with First 5. He would design and customize at a onetime fee a data website for a more reliable and accurate data reporting system.

- The fee would be of \$6,000- which includes his fee, setting up, and maintaining and reporting out

Commissioner Melissa Stearns> made a motion to approve
Commissioner Heather Aulabaugh > made the second

✓ **APPROVED**

11. ACTION ITEM: WIC- Termination of Sub- lease

Commission was presented with WIC's letter of lease termination with last day being July 31, 2018. Executive Director Patricia Loera expressed how sad this situation was and that they would be doing something special on their last day. She then continues to inform the commission of the plans for the office space which will be vacant. Some ideas were of converting it into a designated nursing area, confidential client space, infant toddler playroom.

Commissioner Jody Meza> made a motion to approve
Commissioner Heather Aulabaugh > made the second

✓ **APPROVED**

12. ACTION ITEM: Strategies for Change Memorandum Of Understanding

Commission was presented with Strategies for Change MOU. Patricia explained how comfortable they were with the "hominess" of the building and how they were welcome to use the kitchen and toys. First 5 Glenn County is waiting on returned signed original MOU. Enrollments started in June. She then informed them of the \$400 lease they pay to rent the space.

Comments:

- Heather asked how often the building was used?
Patricia informed them of the schedule- 4 days out of the week: Sunday, Monday, Wednesday, and Friday.

- Bill asked if they have their own access. Patricia informed them that yes they do but they do have their own insurance.

Commissioner Melissa Stearns> made a motion to approve
Commissioner Heather Aulabaugh > made the second

✓ **APPROVED**

13. ACTION ITEM: First 5 California's letter of approval and acceptance of the 2017-2018 compliancy of all requirements and documents.

Commission received official letter of acceptance. Patricia read the email from Kathie Ellis explaining First 5 Glenn County being in compliance with all requirements and documents.

Commissioner Jody Meza> made a motion to approve
Commissioner Heather Aulabaugh > made the second

✓ **APPROVED**

REPORTS TO THE COMMISSION

14. Bobby Sue Althaus BSW, Family Support Specialist & Nurturing Parenting Program Facilitator, reported out on Nurturing Parenting Program for the 2018-2019 program year. She explained her plan for this year, her expectations and the materials the parents would be receiving. She explained the different services such as Nurturing Parenting classes and Support groups. She concluded by talking about how she wanted to look back on her past clients to see how they were doing.

15. Rosa Esparza, Programs/DATA Coordinator gave an update on the number of new intakes (68 adult and 42 Little Learners) completed and number children served. AmeriCorps had 268 events and had 4,593 contacts with children 0-5 years of age either at the Elementary schools or in the Little Learner Playgroups. We had more "events", children 6 years of age or older, during the summer.

Confirmation of the date, time, and location of the next meeting was scheduled for August WITHOUT the presence of the Executive Director Patricia Loera

Tuesday August 14th, 2018
10:00 a.m.-11:30 a.m.

Meeting adjourned: 11:44 p.m.

Submitted by: Rosa Esparza
Edited by: Cindi Ambriz
Approved by: Patricia Loera