



CHILDREN & FAMILIES COMMISSION MEETING

**WEDNESDAY – DECEMBER 5TH, 2018
10:00A.M. – 11:30A.M.**

**FIRST 5 GLENN COUNTY – NURTURING NEST
CONFERENCE ROOM
1035 WEST WOOD STREET – WILLOWS, CA. 95988
(530) 934-6885**

AGENDA
QUORUM NEEDED

ORDER OF BUSINESS
~~OKDEK OF BC214E22~~

- Item 1 CALL TO ORDER**
- Item 2 ESTABLISH QUORUM**
- Item 3 VERIFICATION OF POSTING OF THE AGENDA**
- Item 4 APPROVAL OF OCTOBER 23RD, 2018 COMMISSION MEETING MINUTES**
- Item 5 PUBLIC COMMENT REGARDING ANY ITEM THAT IS NOT LISTED ON THIS AGENDA**



NEW BUSINESS
~~7E77 BC214E22~~

- Item 6 EMPLOYEE RESIGNATION**
Commission will receive employee letter of resignation and discuss
- Action Item 7 BAILEY DATA MANAGEMENT LETTER OF ACCEPTANCE**
Commission will receive letter of Acceptance from Bailey Data Management, regarding the “70 Day Notice of Disengagement of Contract” from First 5 Glenn County. A Roll Call Acceptance Vote will be administered.



- Item 8 FIRST 5 CALIFORNIA FISCAL SERVICES: UPDATE ON JULY 2018 PROPOSITION 10 REVENUE**
Commission will receive letter from First 5 California Fiscal Services to follow up on the last letter from October 16th,2018, regarding the delay of the July Disbursement.
- Action Item 9 FEE AGREEMENT AND ENGAGEMENT LETTER FROM BEST BEST & KRIEGER ATTORNEYS AT LAW**
Commission will receive letter of obligations regarding billing and fees for futures reference.
- Action Item 10 FIRST 5 GLENN COUNTY FISCAL BINDERS**
Commission will discuss and accept First 5 Glenn County's financial information as presented. Commission will have access to the First 5 Glenn County Fiscal Binders for the FY 2018-19: July 1, 2018- Current. Financial activity report will be with the Fiscal Binders.
- Item 11 GOLDEN STATE RISK MANAGEMENT (GSRM): SELECTION OF SPECIAL DISTRICT REPRESENTATIVE FOR THE GSRMA BOARD OF DIRECTORS.**
The Commission will receive a letter from GSRM to follow up on this District regarding the election process for filling the July 1, 2019 vacancy of the Fire and Special Districts representative positions on the GSRM Board of Directors. The timeline for the new process is also included.
- Action Item 12 FIRST 5 COMMISSION MEMBERSHIP: MEMBER AT LARGE**
Commission will discuss recruitment. Commission will vote to close agency member slot that remains unfilled and expired 11-3-2018.
- Item 13 NEW APPOINTED BOS**
Election clerk states that this appointment will be made in February's meeting.
- Item 14 FIRST 5 GLENN COUNTY: ORGANIZATIONAL CHART: STAFF AND AMERICORPS**
The Commission will receive the organizational chart for the First 5 Glenn County Staff and AmeriCorps members.
- Action Item 15 AUDIO RECORDING DURING COMMISSION MEETINGS**
In regards to accurate documentation of meetings minutes, first 5 Glenn County administration staff is requesting to record openly all Commission Meetings moving forward. This does not include closed sessions. This is a legal request according to law.
- Action Item 16 FINAL CBO OFFER: KAMPSCHMIDT PAYROLL AND ACCOUNTING SERVICES**
Commission will receive the final Kampschmidt's proposal to provide services of Payroll, PERS Reporting and all Fiscal Business. Commission will

discuss and make final decision to move into contract beginning January 1, 2019.

Action Item 17 PCA CA: SUPERVISORIAL EXPECTATIONS OF SERVICE MEMBERS

Official letter from prevention child abuse California regarding requirements of members and their place of service and supervision according to First 5 California contract. Commission will discuss and a Roll Call vote will be needed.

Action Item 18 CHILDREN & FAMILIES COMMISSION MEETING DURATION

Commission will be presented with the choice of keeping the meetings at the same duration of 1hour and 30minutes or change the time duration to one hour. This is in regards to the multiple requests of commissioners and agencies. Time change will be: 11:00 a.m.- 12:00 p.m.

PROFESSIONAL PRESENTATIONS

Item 19 BROWN ACT Over view

Commission will receive a packet on the Brown Act for the overview.

ADVANCE PLANNING

Item 20 UPCOMING CHILDREN & FAMILIES COMMISSION MEETING

**Next Scheduled Meeting
Tuesday February 12th, 2019
Time: TBA**

Item 21 UNSCHEDULED MATTERS AND PUBLIC COMMENT

Item 22 ADJOURNMENT



Wishing you a wonderful season of family and memories!