

FIRST 5 GLENN COUNTY

CHILDREN & FAMILIES COMMISSION MEETING

Commission Meeting Minutes – June 12, 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 (conferenced in via-phone)

Alternates Present: None

Executive Director: Patricia Loera

Others Present: Rosa Esparza
Kelsey Adkins

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 – Wednesday June 6th, 2018

4. APPROVAL OF MINUTES:

Approval of Minutes: May 1, 2018 minutes

Jody Meza > made a motion to approve

Heather Aulabaugh > second

✓ **APPROVED**

5. Public Comment:

Patricia informed Commission of a letter that had been received the day prior to this Commission meeting and did not make it onto the Agenda. This item requires no Action. This item is regarding WIC's termination of sublease with the

Commission/First 5 Glenn County at the Nurturing Nest building located at 1035 West Wood St Willows.

First 5 received a letter from Grinnell Norton, Deputy Director of Health and Human Services Agency – WIC, stating 30 day notice of termination of sub-lease = last day being **July 31, 2018**.

-Commissioner Stearns asked why WIC was leaving.

-Chairperson Foltz responded- “We just know what is on the letter. The letter states that more appropriate space has been located for their needs.

With current First 5 funding and First 5 CA program initiatives and targets, First 5 Glenn County will be fine with the change and costs within it’s proposed budget.”

-Staff stated that WIC staff will be missed as they are like family. It has been an excellent partnership.

No other comments.

6. *Public Comment regarding **CLOSED SESSION***

No comments

7. **CLOSED SESSION: 10:35 A.M.**

- Pursuant to Government Code Section 54956.9 Potential Litigation **Furtado vs First 5 Glenn County**

- Pursuant to Government Section 54957/ Personal Matters Classified

8. *Report out on CLOSED SESSION - NO action was taken NOR UPDATES given in Closed Session and therefore no report out was mandated to the public.*

Closed Session opened up at 10:40 A.M.

OPEN SESSION

BUSINESS

9. **COMMISSIONER REAPPOINTMENT- JODY MEZA:**

Heather Aulabaugh moved to approve to retain Jody Meza as a sitting commissioner for an additional term 2018- 2021.

Melissa Stearns – Second

✓ **APPROVED**

10. ACTION ITEM: ANNUAL BUDGET FOR 2018-2019> FINAL DRAFT:

Commission reviewed the final draft budget for the program year 2018-2019. This budget was established by the Executive Director with the support and analysis of the Glenn County Office of Ed. Fiscal Dept. Appreciation to Mr. Randy Jones and Mrs. Chrissy Millen.

Heather Aulabaugh - Motion to approve the 2018-2019 annual budget.

Melissa Stearns – Second

✓ **APPROVED**

COMMENTS:

- \$187,000 Little Learner's Programs
- 2018 - 2019 maintained \$450,000 Fund Balance per Commission
- First 5 will cut back on TK/K services within the schools due to the Governor's final budget providing additional funding for supporting the school classrooms and Early Learning efforts in the state.
- First 5 Glenn's AmeriCorps Program will be narrowing down to two members for the 2018-19 program year. The services of the two AmeriCorps Service Members will be concentrated towards the Little Learners Program. These services will include building on play groups, Nurturing Parenting Program, community events, Dental and Health advocacy through educational activities, events, and outreach with dental packets. Services for Transitional/Traditional Kindergarten and Pre-School, Infant and Toddler referrals for social and emotional support will continue through the services provided through First 5's trained AmeriCorps and Staff as well as contracted Specialized Services through:

* **LMFT – Kelsey Adkins** and ***BSW - BobbySue Althaus**

11. ACTION ITEM: FIRST 5 CALIFORNIA'S ANNUL REPORT:

Pursuant to Government health & Safety Code- Section 130140 (d) (3) California State has completed the desk review and First 5 Glenn County received the 2017-18 First 5 California Annual Report.

2017-2018> Annual Report of all 58 California Counties, Commissions, and business of First 5 California comprehensive report. Report was posted for public view and First 5 Glenn Board of Commission reviewed contents. Report has been made available to public.

Chairperson – Dwight Foltz requested a hand vote to accept the report. The five Commission members did a roll call vote to accept the report for Glenn County's Children and Families Commission.

All 5 Commissioners agreed.

✓ **APPROVED**

12. ACTION ITEM: AUDIT OF 2017-2018 STATE APPROVAL :

First 5 Glenn County received a letter of approval from the California State Controller. All compliances were met and audit was confirmed accepted.

Commissioner Jody Meza - Motion to approve the First 5 Glenn County Annual Audit letter of approval.
Heather Aulabaugh – Second

✓ **APPROVED**

13. ACTION ITEM: AMERICORPS PROGRAM FOR 2018-2019 :

Executive Director discussed the plan for the First 5 Glenn County AmeriCorps Program. The plan is to continue to leverage the local match of First 5 funding with Federal funding to continue the AmeriCorps Program. Two AmeriCorps members have completed their terms of service, received their Segal Education Awards and will be moving on to complete their college courses. Because First 5 Glenn County is the only AmeriCorps Service Site at current time within Glenn County, the recommendation is to continue with the “still active” two members for the 2018-19 program year. Efforts to encourage other partners to participate in the future to support the county schools and agencies will be made. Executive Director offered to partner with other within the county by housing and supervising any AmeriCorps Members that agencies would entertain to fund for county support in future years. The Executive Director recommended that since there are changes facing First 5 Glenn County with the current lease and other changes within the schools and partners with the Governor’s new budget and also the need to grow the Little Learners Program to support the gaps of services for children birth to five years of age, that it’s important to continue the support that AmeriCorps can provide in Glenn County. Commission discussed to continue funding the match for the two AmeriCorps Service members to continue support of the existing Little Learners Programs for 2018-2019 program year. Discussion was held regarding other agencies that were leveraging with AmeriCorps Service Members and it was revealed that no other agencies are currently doing so. However, it is not known if others are planning on doing so in the future. At current time, First 5 has a stellar record of compliance and participation in the Prevention of Child Abuse California - AmeriCorps programs and therefore will be eligible to increase members and leveraging in the future if in fact the program and Commission warrants it.

Commissioner Heather Aulabaugh - Motion to approve continuing the funding of AmeriCorps for the 2018-19 program year.
Commissioner Jody Meza – Second

✓ **APPROVED**

14. ACTION ITEM: STRATEGIC PLAN 2018-2019- Final

Pursuant to Government health & Safety Code- Section 130140 (a) (1) (D) (E) (F). Commission reviewed and discussed the Final Draft of the Strategic Plan that was reviewed and updated for the next five years. This workshop was held with SEI – Sarah Boxx and Sarah Yeats-Patrick on May 1, 2018. It was open to the public and Commission updated. The Strategic Plan draft was publicized and open for review for 30 days until this meeting.

Commissioner Jody Meza - Motion to approve the **2018-2019 Strategic Plan Final Draft.**

Commissioner Melissa Stearns - Second

✓ **APPROVED**

15. ACTION ITEM: FISCAL STABILITY PLAN 2018-2019

Pursuant to Health and Safety Code section 130140 (a)(1)(C)(ii)
Also known as the Five Year Financial Forecast > **Final Approval**

Commission reviewed and discussed the final draft of the Fiscal Stability Plan in relation to the Strategic Plan for the 2018-19 program year. The work shop for this plan occurred on May 1, 2018 during the visit of Sarah Boxx and Sarah Yeats-Patrick from SEI. All goals, objectives and indicators were reviewed and updated in an open forum with the Commission with an open public viewing/hearing. The Executive Director recommended that the Strategic Plan with the Fiscal Stability Plan aligned and secured for programs, services, and projects to be proposed provided, sponsored, and facilitated with measurable outcome in the 2018-19 program year. The need to meet all Health and Safety Code sections have been met and are related to the Early Childhood Development services of First 5 within Glenn County and will be integrated into a continued consumer-oriented and easily accessible system. Recommendation for final approval.

Commissioner Melissa Stearns - Motion to approve the First 5 Fiscal Stability Plan in relation to the Strategic Plan for the 2018-19 program year
Commissioner Heather Aulabaugh - Second

✓ **APPROVED**

16. Executive Director confirmed the date of the next unscheduled Commission Meeting that needs to be held due to nature of business at hand.

Confirmation of the Date, Time, and location of the next meeting
Due to the robust nature of this agenda, it is necessary to schedule a
"SPECIAL MEETING" for July.

TUESDAY JULY 10, 2018
10:00 A.M. TO 11:30 A.M.

Meeting adjourned: 11:28 A.M.

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