



FIRST 5 GLENN COUNTY

CHILDREN & FAMILIES COMMISSION MEETING

Commission Meeting Minutes – October 9, 2018

First 5 Glenn County Office - Conference Room

1035 West Wood Street

SCHEDULED for 10:00 a.m. – 11:30 a.m.

*(See minutes below) 3:30p.m. - 4:30p.m.

Commissioners Present: Action Items addressed by the following quorum.

- Dwight Foltz
- Chair Jody Meza
- Melissa Stearns
- Heather Aulabaugh
- Charles Tracy
- Bill Wathen

Alternate Present:

- Christine Zoppi

Executive Director: Patricia Loera

Others Present: Cindi Ambriz, Nanci Orozco, Rosa Esparza, Bobby Sue Althaus

1a. CALL TO ORDER:

Co-Chair Jody Meza established no quorum at 10:00 a.m. and RECESSED at 10:03 a.m.

2a. ESTABLISH QUORUM:

No Quorum established at 10:00am

Glenn County Children and Families Commission • Patricia Loera, Executive Director
1035 West Wood Street • Willows, CA 95988 • (530) 934-6885 • (530) 934-6882 • FAX (530) 934-6149
www.first5glenncounty.com



Commission reconvened at 3:30p.m

1b. CALL TO ORDER

Commissioner Jody Meza called meeting out of recess and into order at 3:37p.m., Chair Person Dwight Foltz arrived shortly after and governed the rest of the meeting.

2b. ESTABLISH QUORUM

Quorum established

3. VERIFICATION OF POSTING OF AGENDA:

Rosa Esparza confirmed posting of Agenda – October 2nd 2018

4. APPROVAL OF MINUTES:

Approval of Minutes: August 14th Commission Meeting
- Minutes were approved with corrections

Motion to Approve:

Charles Tracy –Made first motion

Heather Aulabaugh –Made second motion to approve

✓ **APPROVED**

5. Public Comment:

- Commissioner Aulabaugh asked who all gets dental packets. Executive Director answered that all children served by First 5 or collaborating partners with children infant through five years old. It was confirmed that Hamilton City children received these services as well by Commissioner Tracy.

ADMINISTRATION

Item 6 Executive Director's Report

TABLED to October 23rd, 2018.

NEW BUSINESS

Item 7 **2017 - 2018 Annual Evaluation Report and Audit DRAFT for Public Review & Comments**

Commission was shown the newspaper posting for the First 5 Glenn County Children and Families Commission Public Review & Comments, legal announcement in the local Valley Mirror. The announcements will appear in the September 29th and October 3rd paper.

ACTION Item 8

IN ACCORDANCE WITH CALIFORNIA HEALTH AND SAFETY CODE, SECTION 130135

Commission reviewed and discussed the First 5 California's Mandated **Annual Evaluation Report Summary DRAFT** of First 5 Glenn County's 2017-2018 program year. They were informed that the draft would be out for the Public Viewing/Hearing and Comments on October 10, 11, and 12, 2018, and that **Final review and approval would be October 23, 2017**. The Commission approved the Draft to go out to the public.

- Jody Meza - pointed out a spelling correction

Motion to Approve:

Charles Tracy –Made first motion with corrections

Melissa Stearns –Made second motion to approve

✓ **APPROVED**

ACTION Item 9

IN ACCORDANCE WITH CALIFORNIA HEALTH AND SAFETY CODE, SECTION 130135

Commission reviewed and discussed the 2017-2018 **First 5 Audit Draft**. Commissioners reviewed a copy of the Audit Draft and approved it for Public Viewing and Hearing for October 10, 11 and 12, 2018. **Final review and approval will be October 23, 2018**.

Commission was informed that all data and information for the Annual Evaluation Report and the 2017 - 2018 Audit would be uploaded to First 5 California and State Controller's office by midnight of October 31, 2018.

Executive Director Patricia Loera recommended Commissioners to come prepared to make the "FINAL" approval of the Annual Evaluation Report and Audit at the Special Meeting scheduled for October 23, 2018.

Comments:

-Executive Director informed the Commission of the Auditor's confirmation of zero findings.

-Randy Jones from GCOE will be at the October 23rd meeting and will be able to go over this in more detail.

-A gap in the demographics of the Annual Report was identified and discussed regarding people not wanting to disclose their ethnicity for fear of consequences of immigration, ICE.

-Commissioner Meza asked for clarification of staff benefits listed on the Audit Report. It was discussed that employee's benefits were calculated by the amount of hours they work. This process is done

through Business and Payroll at GCOE. Currently there are no participants in benefits at First 5 Glenn County.

- No other comments regarding 2017-18 Audit Draft

Motion to Approve:

Charles Tracy –Made first motion

Melissa Stearns –Made second motion to approve

✓ **APPROVED**

Item 10 Support- AB 11 (McCarty): Early and Periodic Screening, Diagnosis and Treatment Program: Screening Services Request for Signature

The letter of support requesting Governor Brown's signature on AB 11, was presented to the Commission, Executive Director Patricia Loera explained the content of the letter. She said it intended to ensure every infant and toddler enrolled in Medi-Cal was screened for developmental delays 3 times before their 3rd birthday. She then informed the Commission that prior to this meeting, notice had been received from the capital that this assembly bill had sadly not passed.

*****ITEMS 11-14 are reports to the Commission that were not presented at the October 9th meeting due to time constraints. They will be included in the October 23rd agenda.**

REPORTS TO THE COMMISSION

TABLED to October 23rd, 2018.

Item 11 AmeriCorps: Nanci Orozco: Report and Member Introductions

2018-2019 AmeriCorps Members: Sean Loera, Maddison Hefley, Evan Orozco

Item 12 Golden State Risk Management(GRSM)

Presentation of available human resources and other membership services for The Children and Families Commission: First 5 Glenn County.

Item 13 Randy Jones Glenn County Office of Education (GCOE)

Presentation of proposal of contracting for the development of continuance of services of Payroll, PERS Reporting and Fiscal.

Item 14 Kelly A Kampschmidt Payroll and Accounting Services

Presentation of proposal to provide services of Payroll, PERS Reporting and Fiscal.

ACTION Item 15 Storage Sheds

Commission was presented with the business of how to dispose of the storage sheds behind The First 5 Nurturing Nest building. The

Commission assigned no-value to the condition of the old and damaged storage sheds and therefore considered them a potential hazard. The wish of the Commission is to destroy and dispose of the sheds rather than sell or donate due to condition.

Motion to Approve:

Charles Tracy –Made first motion

Jody Meza –Made second motion to approve

✓ **APPROVED**

Item 16 **New First 5 Glenn County Website TABLED to October 23rd, 2018.**
We have connected with our new platform.

Item 17 **UNSCHEDULED MATTERS AND PUBLIC COMMENT**
-Commissioner Meza requested a Closed Session to be included in the October 23rd Agenda. Chair Person Dwight Foltz and Commissioner Tracy advised that Closed Session Items are to be discussed and set with the Director and Chair Person. Chair Person responded that they would need to discuss.

****Commission was reminded of Scheduled Meeting to Approve
2017-18 Final Annual Report & Audit****

**** NEED QUORUM ****

Chair Person – Dwight Foltz

Co-Chair Person - Jody Meza

**Tuesday October 23, 2018 – 10:00 a.m. to 11:30 a.m.
First 5 Glenn County Office – Conference Room
1035 West Wood Street - Willows**

Meeting adjourned: 4:18 P.M.

Submitted by: Cindi Ambriz

Edited and Approved by: Patricia Loera