



## CHILDREN & FAMILIES COMMISSION MEETING MINUTES

WEDNESDAY – JUNE 5TH, 2019 - 9:00A.M.

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

**Commissioners Present:** Action Items were addressed by the following quorum.

<input checked="" type="checkbox"/>	<b>Chairperson</b> Dwight Foltz	<input checked="" type="checkbox"/>	Dianna Camarena
<input checked="" type="checkbox"/>	<b>CoChair</b> Jody Meza	<input checked="" type="checkbox"/>	Bill Wathen
<input checked="" type="checkbox"/>	Melissa Stearns	<input checked="" type="checkbox"/>	Paul Barr
<input type="checkbox"/>	Heather Aulabaugh		

**Alternate Present:**  Christine Zoppi

**Executive Director:**  Patricia Loera

**Others Present:** Cindi Ambriz, Rosa Esparza

**Special Guests:** none

- 1. CALL TO ORDER:**  
Chair Person Foltz called this board meeting to order at 9:07a.m.
- 2. ESTABLISH QUORUM:**  
Quorum was established
- 3. VERIFICATION OF POSTING OF AGENDA:**  
Cindi Ambriz confirmed posting of Agenda:  
**Friday May 31, 2019**
- 4. APPROVAL OF MINUTES:**  
Approval of Minutes: April 3<sup>rd</sup> and May 30th, 2019  
**✓ APPROVED**      **Motion to Approve:**  
Melissa Stearns: Made first motion to approve  
Bill Wathen: Made second motion to approved
- 5. Public Comment:**



- Executive Director passed around updated documents for the new fiscal year. These documents were the Commissioners Term Limits, new Commission Meeting Schedules, and the 2019-2020 Commission Meeting master Sign-in sheet.

**NEW BUSINESS**  
~~NEW BUSINESS~~

**ACTION Item 6**

**FIRST 5 GLENN COUNTY STRATEGIC PLAN & FINANCIAL FORECAST FOR 2019-22**

**Pursuant to Health and Safety Code Section 130140 (a)(1)(D)(E)(F)**

The County Commission received and reviewed the final First 5 Glenn County Strategic Plan & Financial Forecast for 2019 -2022 presented at last meeting and prepared by Lisa Watson from Social Entrepreneurs Inc. A copy of the Strategic Plan & Financial Forecast was available. Executive Director gave a quick overview of the plan, this plan was also emailed to Commissioners to look over and be able to decide if they would approve the 3 year Strategic Plan and Financial Forecast. The Commission expressed appreciation of the condensed version of the expenditure report.

✓ **APPROVED**

**Motion to Approve:**

Melissa Stearns: Made first motion to approve  
 Jody Meza: Made second motion to approved

**Item 7**

**FIRST 5 ASSOCIATION: A STRONGER CALIFORNIA FOR ALL KIDS**

The Commission received flyers from First 5 Association on all kids deserving to be healthy, happy and ready to learn and on the importance of all First 5's supporting early care and education proposals.

**ACTION Item 8**

**MEMORANDUM OF UNDERSTANDING BETWEEN SUPPLYBANK.ORG AND FIRST 5 GLENN COUNTY**

The Commission received and accepted the signed MOU between "K to College" dba SupplyBank.Org and First 5 Glenn County for the supply of Diapering Kits. First 5 Glenn County started its own diaper bank years ago with Honest Products diapers. First 5 California started its own Diaper Kit program through SupplyBank.org, First 5 Glenn County has been chosen as a pilot county in this program. First 5 Glenn County will now be able to provide First 5 California diapers to local families.

✓ **APPROVED**

**Motion to Approve:**

Melissa Stearns: Made first motion to approve  
 Dianna Camarena: Made second motion to approved

**Item 9**

**FIRST 5 GLENN COUNTY EXPENDITURE REPORT**

The Commission received an update of expenditures and payments issued for the months of February –May 2019. Current percentages of budget expenditures were available. Commission was very appreciative of the easy to read format of the document.

**ACTION Item 10**

**FIRST 5 GLENN COUNTY 2019-2020 BUDGET APPROVAL**

Commission received the 2019-2020 Budget for the upcoming fiscal year. Executive Director explained some section of the budget report, and Randy Jones from GCOE gave a page by page of the budget for the 2019-2020 fiscal year. Executive Director explained how employee hours and office hours or days would be cut down to help lower the impact on next year's budget. She also explained that next year there would not be AmeriCorps at First 5 Glenn County due to lack of funding in the budget. The Commission was amazed how other agencies or people support First 5 Glenn County by giving them the best deal possible, such as Cal water, building rent, and Sunrise Landscaping, to support what First 5 Glenn County does for the county. After a thorough review the 2019-2020 Budget was approved.

✓ **APPROVED**

**Motion to Approve:**

Melissa Stearns: Made first motion to approve  
Jody Meza: Made second motion to approved

**ACTION Item 11**

**MEMORANDUM OF UNDERSTANDING BETWEEN WESTSIDE DOMESTIC VIOLENCE SHELTER AND FIRST 5 GLENN COUNTY:**

The Commission received and accepted the signed MOU between Westside Domestic Violence Shelter and First 5 Glenn County. Executive Director explained how this shelter was newly opened and how the new Director was such a great fit for it. She also shared how First 5 Glenn County supported the shelter with Honest Products diapers and wipes, feminine products, and various home decorating items as an in-kind donation.

✓ **APPROVED**

**Motion to Approve:**

Jody Meza: Made first motion to approve  
Melissa Stearns: Made second motion to approved

**Item 12**

**UPDATE FROM FIRST 5 CALIFORNIA FISCAL SERVICES**

The Commission received an update regarding February Revenue from First 5 California. Commission was informed of the new and updated Prop. 10 Revenue distributions.

**Item 13**

**UPDATE IN FIRST 5 CALIFORNIA PERSONNEL CHANGES.**

Commission received letter from Frank S. Furtek regarding the changes in personnel in Financial Services.

**ACTION Item 14 PROPOSAL FROM SOCIAL ENTREPRENEURS, INC (SEI) FOR 2019-2020**

The County Commission reviewed Social Entrepreneurs Proposal for 2019-2020. Executive Director explained how the data system that was doing First 5 Glenn County's data was no longer working out, so SEI took on this data system project, but as SEI was getting ready to launch the data collecting site, they lost the contract with that person. SEI has offered, in their Proposal for Services contract, a credit in \$6,000 for the recreating of a data site for next year. This credit will drop the overall cost of the contract with SEI. After in depth discussion the Commission came to the conclusion that engaging for the 2019-2020 fiscal year would be the best option.

✓ **APPROVED**

**Motion to Approve:**

Melissa Stearns: Made first motion to approve  
Jody Meza: Made second motion to approved

**ACTION Item 15 CHRISTY WHITE & ASSOCIATES AND FIRST 5 GLENN COUNTY LETTER OF ENGAGEMENT**

Commission received letter of engagement from Christy White & Associates to continue Audit service for a 3-year term, the 2018-19 year and 2 additional years, as has been done in past engagement letters. Commission approved and Chair Person signed the Letter of Engagement with Christy White & Associates.

✓ **APPROVED**

**Motion to Approve:**

Jody Meza: Made first motion to approve  
Bill Wathen: Made second motion to approved

**ADVANCE PLANNING**

**Item 16 UPCOMING CHILDREN & FAMILIES COMMISSION MEETING**

**Next Scheduled Meeting**

**Wednesday August 7th, 2019**

**Time: 9:00 a.m.**

**Item 17 UNSCHEDULED MATTERS AND PUBLIC COMMENT**

None

**Meeting adjourned: 10:51 a.m.**

Submitted by: Cindi Ambriz  
Reviewed and Approved by  
Dwight Foltz – Chairperson  
Patricia Loera – Executive Director

\*\* (for additional information contact First 5 Glenn County)\*\*