



**CHILDREN & FAMILIES COMMISSION MEETING MINUTES**  
WEDNESDAY-DECEMBER 7, 2022 – 10:30 A.M.

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

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

- Chairperson** Dwight Foltz
- Co-Chair** Bill Wathen (via Zoom)
- Heather Aulabaugh
- Dianna Camarena (via Zoom)
- Keith Corum

**Alternate Present:**  Christine Zoppi

**Executive Director:**  Patricia Loera (Via Zoom)     **Administrative Assistant:**  Cindi Ambriz

**Others Present:** Tom Arnold, Chrissy Millen, and Randy Jones

1. **CALL TO ORDER:**  
Chairperson Foltz called this board meeting to order at 10:33a.m.
2. **ESTABLISH QUORUM:**  
Quorum was established
3. **VERIFICATION OF POSTING OF AGENDA:**  
Cindi Ambriz confirmed posting of Agenda 12-1-2022
4. **APPROVAL OF MINUTES:**  
Commission approved the **October 5<sup>th</sup> & 19<sup>th</sup> minutes.**  
 **APPROVED**     **Motion to Approve October Minutes:**  
Heather Aulabaugh: Made first motion  
Bill Wathen: Made second motion  
Roll Call: Diana Camarena, Dwight Foltz, Heather Aulabaugh, and Bill Wathen
5. **Public Comment:**  
None

**NEW BUSINESS**

**ACTION Item 6**

**FIRST 5 COMMISSION RENEWAL APPLICATION  
ARTICLE IV, SECTION 3, SUBPART C, BYLAWS - OFFICERS**  
Commission was presented with the application of **Heather Aulabaugh**. Attached is her updated application. Commission discussed and voted to accept her application and send it to the Board of Supervisors(BOS) with the recommendation for approval. The Commission will wait for the response from the BOS.

- APPROVED**     **Motion to Accept Heather Aulabaugh's Application:**  
Bill Wathen: Made first motion  
Diana Camarena: Made second motion  
Roll Call: Diana Camarena, Dwight Foltz, and Bill Wathen



~~ACTION~~ Item 7      **FIRST 5 COMMISSION SEAT TERM REVIEW**  
**Pursuant to California Health & Safety Code section 130110**  
**ARTICLE IV- OFFICERS, BYLAWS** Commission was advised of  
upcoming Term Limits. There are 2 seats to be filled or refilled by  
February 2022. Commission was informed that all applications will  
be screened at the scheduled February 2023 Commission meeting.

**ACTION Item 8      CHRISTY WHITE & ASSOCIATES LETTER OF REPRESENTATION**  
Commission received the Management Representation letter for  
Audit services for 2022-2023 from Christy White & Associates:  
Sarah Palafox. The County Commission discussed and approved  
to continue Audit services from Christy White & Associates as  
needed.

✓ **APPROVED**      **Motion to Approve letter of representation:**  
Heather Aulabaugh: Made first motion  
Bill Wathen: Made second motion  
Roll Call: Diana Camarena, Dwight Foltz, Heather Aulabaugh, and Bill Wathen

**ACTION Item 9      PRESENTATION OF DATA DASH BOARD PROPOSAL**  
Commission was presented with the Data Dashboard Proposal.  
Commission discussed the matter of participation and decision of  
funding. Commission voted to approve the proposal.

✓ **APPROVED**      **Motion to Approve Data Dash Board Proposal:**  
Bill Wathen: Made first motion  
Diana Camarena: Made second motion  
Roll Call: Diana Camarena, Dwight Foltz, and Bill Wathen  
Recused from voting: Heather Aulabaugh

**ACTION Item 10      OFFICIAL LETTER OF DISASSOCIATION FROM ATTORNEY**  
Commission was presented with the disassociation of Mark  
Velasquez, Attorney at Law, General Legal Services, Best Best &  
Krieger LLP for First 5 legal representation. Commission received  
the official letter of resignation and 2021-2022 FORM 700 Statement  
of Economic Interests from Mr. Velasquez. Open discussion and  
acceptance of resignation.

✓ **APPROVED**      **Motion to Accept Resignation**  
Heather Aulabaugh: Made first motion  
Bill Wathen: Made second motion  
Roll Call: Diana Camarena, Dwight Foltz, Bill Wathen, and Heather Aulabaugh

**ACTION Item 11      FIRST 5 GLENN COUNTY FINANCIALS**  
**I.      Ca Tax Revenue Disbursements**  
Commissioners received statement of Tax Revenue Distributions  
**pursuant to California Health & Safety Code section 130150.**  
There was a vote to recognize and accept the noted distributions  
(see attachment)

Distributions for FY 2022-23  
July- \$17,818.81

August-\$15,918.05  
September-\$16,718.14

**TOTAL OF TAX REVENUE DISBURSEMENTS: \$50,455.00**

- **Expenditure Report**

All last 2 month expenditures and financials were reported out.

- **Small Population County Funding Augmentation (SPCFA)**

Commission was updated on current program funding. First Quarter invoice of the 2022-2023 fiscal year has been approved and has been received for a total of \$51,081.81.

✓ **APPROVED**

**Motion to Accept Current Financial Information:**

Bill Wathen: Made first motion

Heather Aulabaugh: Made second motion

Roll Call: Diana Camarena, Dwight Foltz, Heather Aulabaugh, and Bill Wathen

**Item 12 SUBMISSION OF SPCFA ANNUAL PERFORMANCE REPORT (APR)**

Commission was informed of the submission of the APR to continue our eligibility for SPCFA funding.

**Item 13 2021-2022 ANNUAL REPORT AND EVALUATION & AUDIT SUBMISSION**

Commission was informed of the successful and prompt submission on 10/30/2022 of the annual end of year reports to the State.

**Item 14 EXECUTIVE DIRECTORS REPORT**

Commission was informed of the number of current families and children served as of the end of November 2022. Success stories were also shared by staff members.

**ACTION Item 15 GLENN COUNTY AB361 COMPLIANCY 30-DAY RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION**

As prescribed by current Commission, plan is approved to have “hybrid meetings”. Alternating between virtual, in-person, and locations for future meetings needs to be approved at every meeting as we continue to navigate through Covid advisements.

✓ **APPROVED**

**Motion to Approve letter of representation:**

Bill Wathen: Made first motion

Diana Camarena: Made second motion

Roll Call: Diana Camarena, Dwight Foltz, Heather Aulabaugh, and Bill Wathen

**ADVANCE PLANNING**

**ACTION Item 16 UPCOMING CHILDREN & FAMILIES COMMISSION MEETING  
Next Scheduled Meeting**

**February 1, 2022 Time: 10:30am**

○ **Virtual** ○ **Physical Location: 1035 West Wood Street- Willows**

\*Commission discussed and agreed that this was the best date and time for members to attend.

**Item 17 ADJOURNMENT**

**Meeting adjourned: 11:41 a.m.**