



## CHILDREN & FAMILIES COMMISSION MEETING MINUTES

WEDNESDAY—July 13, 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  Dianna Camarena (via Zoom)
- Co-Chair** Bill Wathen (via Zoom)
- Heather Aulabaugh

**Alternate Present:**  Christine Zoppi

**Executive Director:**  Patricia Loera **Administrative Assistant:**  Cindi Ambriz

**Others Present:** Randy Jones, Kim Hopkinson

1. **CALL TO ORDER:**  
Chairperson Foltz called this board meeting to order at 10:35a.m.
2. **ESTABLISH QUORUM:**  
Quorum was established
3. **VERIFICATION OF POSTING OF AGENDA:**  
Cindi Ambriz confirmed posting of Agenda 7-7-2022
4. **APPROVAL OF MINUTES:**  
Commission approved **June 1, 2022** minutes.
- ✓ **APPROVED** **Motion to Approve:**  
Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena
5. **Public Comment:**  
None

### NEW BUSINESS

#### **ACTION Item 6**

#### **CHAIR AND CO-CHAIR SEATS RENEWALS**

Commission was informed that after consultation with Commission Attorney Mark Velazquez and Policies with the Original Ordinance, Commission can decide to extend the seat terms. Commissioner Wathen nominated Commissioner Foltz as the Chair Commissioner Camarena seconded the nomination. Commissioner Wathen nominated himself as the Co-Chair, Commissioner Camarena seconded the nomination.

- ✓ **APPROVED** **Motion to Approve Nomination of Chair Person: Dwight Foltz**  
Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena
- ✓ **APPROVED** **Motion to Approve Nomination of Co-Chair: Bill Wathen**  
Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena



**ACTION Item 7**

**APPOINTMENT OF COMMISSION MEMBERS – AD HOC COMMITTEE**

Executive Director explained that this item was a 5-minute allowance in case there was something the Ad Hoc Committee wanted to report or if not to have the opportunity to put something in for the next Agenda if they see it necessary. Co-Chair Wathen said that at this time they did not have anything to report on, and requests for this item to be **tabled** for the following meeting.

**Item 8**

**EXECUTIVE DIRECTOR REPORT**

- Executive Director reported on the shortage of formula and of local partners coming together, such as the local pediatricians to help the community.
- She also informed them that First 5 has COVID test for families that need them and that COVID Vaccines were available at the local Pediatricians.
- First 5 Executive Directors are required to train and graduate the READI Program, will be participating in September and will report back after completed.
- A flyer of the Golden State Risk Management Authority training in October was given to the Commission.
- The Commission was reminded to fill out their 700 Forms.

**Item 9**

**PRESENTATION OF DATA DASH BOARD**

Commissioner Aulabaugh was absent for this meeting, the Data Dash board presentation used by head start was **tabled** for next meeting.

**ACTION Item 10**

**2022-2023 BUDGET**

Commission revisited the 2022-2023 budget Draft, that was in the 2019-2024 Strategic Plan and Financial Forecast. Director of Finance, Randy Jones presented to the Commission on the current financials, due to the hacking in May the system has not yet been updated with the 2022-2023 Budget, but has been working on it. He went over the Revenues and the Expenditure and confirmed that all thought the Budget showed the Expenditures were about \$217,000 over, there is State (about \$200,000) and Local (about \$20,000) Revenues that are coming in soon and that will help to fill that deficit. Commissioner Wathen commented that as more need of Parenting classes for parents and child abuse prevention programs are requested by courts, that we could advocate for more funding each year as the need grows. New software for Finance is starting to be used.

✓ **APPROVED**

**Motion to Approve:**

Diana Camarena: Made first motion to approve  
Bill Wathen: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**ACTION Item 11**

**2022-2023 CERTIFICATION OF COMPLIANCE**

Commission received the email from First 5 California regarding First 5 Glenn County Compliance for Fiscal Year 2022-23 Funding.

✓ **APPROVED**

**Motion to Approve:**

Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**ACTION Item 12**

**SOP FOR SOCIAL ENTREPRENEURS**

Commission was presented with the Proposal for Consulting Services from Social Entrepreneurs, Inc. (SEI). This proposal covers July 1-October 31, 2022 to complete the transition process with SEI supporting the development of FY21-22 evaluation and Annual Report development and submission by October 31st as well as providing guidance, coaching, and TA to First 5 staff throughout the term to build internal capacity in conducting Evaluations.

✓ **APPROVED**

**Motion to Approve:**

Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**ACTION Item 13**

**GOLDEN STATE RISK MANAGEMENT AUTHORITY CERTIFICATATE OF COVERAGE**

Commission will be presented with the new Certificate of Coverage by GSRMA

✓ **APPROVED**

**Motion to Approve:**

Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**ACTION Item 14**

**COMMISSION MEETING SCHEDULE FOR 2022-2023**

Commission will be presented with the meeting schedule for Program year 2022-2023. Commission decided to go back to having every other month meeting, keeping the time the same, 10:30am. An updated calendar will be sent to the Commission.

✓ **APPROVED**

**Motion to Approve:**

Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**ACTION Item 15**

**FIRST 5 GLENN COUNTY FINANCIALS**

**I. Ca Tax Revenue Disbursements**

Commissioners will receive statement of Tax Revenue Distributions pursuant to California Health & Safety Code section 130150. There will be a vote to recognize and accept the noted distributions (see attachment)

Distributions for FY 2021-22

April- \$17,390.00

May- \$18,130.02

TOTAL OF TAX REVENUE DISBURSEMENTS: \$35,520.02

**II. Expenditure Report**

Financials available to First 5 were presented out by Director of Finance, Randy Jones.

**III. Small Population County Funding Augmentation (SPCFA)**

Commission will discuss updated information on current program funding. All invoices for the 2021-2022 fiscal year have been submitted and awaiting approval for a total of \$158,753.04.

✓ **APPROVED**

**Motion to Approve:**

Bill Wathen: Made first motion to approve  
Diana Camarena: Made second motion to approve  
ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**ACTION Item 16      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:**

Bill Wathen: Made first motion to approve

Diana Camarena: Made second motion to approve

ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**ADVANCE PLANNING**

**ACTION Item 17      UPCOMING CHILDREN & FAMILIES COMMISSION MEETING  
NEXT SPECIAL MEETING**

WEDNESDAY September 7th, 2022    Time: 10:30am                      Location: TBD:

Virtual

Physical Location:

\*Commissioners all checked their calendars and all confirmed that this date worked for them.

✓ **APPROVED**

**Motion to Approve:**

Bill Wathen: Made first motion to approve

Diana Camarena: Made second motion to approve

ROLL CALL: Dwight Foltz, Bill Wathen, and Diana Camarena

**Item 18      ADJOURNMENT**

**Meeting adjourned:      11:55 a.m.**