

FIRST 5 PLUMAS
Plumas County Children and Families Commission
Meeting Minutes

Wednesday, January 11, 2006
9:00 a.m.—11:00 a.m.

Attendance:

Commissioners: Carol Burney, Elliot Smart, Carmen Lopez, Shelley Miller, Klytia Dutton, and Paula Russell

Absent:

Bill Powers and Tami Davison

Staff: Executive Director, Ellen Vieira and Program Coordinator, Dorette English

I. Roll Call and Introductions:

Chairperson Carol Burney called the meeting to order at 9:05 a.m. The Commissioner roll call was taken and the meeting attendees introduced themselves.

II. The Minutes of the January 12, 2005 meeting were approved as presented.

Motion: Commissioner Foley moved that Minutes of the December 14, 2006, be approved as presented. Seconded by Commissioner Lopez. Motion carried unanimously.

III. Contract Addendum: Extension of the Executive Director's Service Contract through February 28, 2006.

Motion: Commissioner Foley moved to approve the contract addendum. Seconded by Commissioner Russell. Motion carried unanimously.

IV. Draft Memorandum of Understanding with the County of Plumas 06-08:

County Counsel reviewed and approved the draft document. The final draft will again be reviewed by County Counsel before it's presented to the Plumas County Board of Supervisors.

Motion: Commissioner Smart moved to approve the Memorandum of Understanding for a 24 month period. Seconded by Commissioner Russell. Motion carried with Commissioner Foley abstaining.

V. Community Projects Mini Grant Contracts:

- a. PCCFC05-06MG3LB \$2,200 Child care equipment and education computer
- b. PCCFC05-06MG3AH \$2,200 Children's outdoor equipment and early early literacy materials.

Motion: Commissioner Dutton moved to approve the mini grant contracts. Seconded by Commissioner Smart. Motion carried unanimously.

VI. Fiscal: Expenditures to Date Report

Motion: Commissioner Smart moved to accept the fiscal report. Seconded by Commissioner Russell. Motion carried with Commissioner Foley abstaining.

VII. Public Comment

Commissioner Smart commented on the proposed State budget as it relates to young children and families. He also reported that the new County Health and Human Services building was not ready and that the move-in by county departments has been delayed.

Dennis Thibeault from Plumas Rural Services commented on the proposed State budget as it related to childcare.

VIII. Staff Reports:

a. Executive Director Vieira announced the Resignation of Commissioner Russell. Commissioner Russell thanked the Commission for providing the opportunity to serve and encouraged the continued Commission representation by Head Start to advocate for that population.

Additional Updates:

- 1) The new State Evaluation Framework will require county commissions to provide aggregate data and will be implemented in 2006-07. The draft 06-07 First 5 California Annual Report will be available to the executive directors to review next week.
- 2) Reported on the local evaluation of the Early Intervention program. Evaluation Consultant, Susie Kocher is collecting the necessary data from Plumas Unified School District.
- 3) As a follow-up to the Proposition 63 presentation by John Sebold, there will be a meeting on January 23rd. John Sebold, Henry Foley, Elliott Smart, Director Vieira, and Health and Human Consultant Carol Casaday will discuss next steps relating to the mental health needs of Plumas County children ages 0-5.
- 4) Director Vieira will be attending State meetings in Burbank the week of January 23rd.
- 5) The Commission Planning Retreat is scheduled for February 8th from 9:00a.m.-3:00 pm at Moon's Restaurant in Quincy. A draft agenda will be sent to the Commission for review next week.

b. Program Coordinator Dorette English announced her resignation and that she will be working for the Health Department as the coordinator of New Born House Calls. Director Vieira thanked Dorette for her service to the Commission and wished her well.

There were no questions regarding the coordinator's written report in the board packet.

IX. Program development:

a. Commission will consider staff recruitment.

Motion: Commissioner Russell made a motion to approve the recruitment of a full time Program Coordinator with a salary range of \$41,000-\$55,000, depending on education and experience. The salary range will include any and all benefits.

Discussion: Commissioner Smart asked how the position would be advertised, as a contract or employee. Director Vieira stated that it would not be specified during recruitment. Commissioner Smart noted that the appropriate language in recruitment material should not imply permanent employment and that it should include any and all benefits.

Seconded by Commissioner Foley. Motion carried unanimously.

b. Re-application for the next round of the School Readiness Initiative to First 5 California:

Motion: Commissioner Dutton made a motion to approve moving forward with the re-application process. Seconded by Commissioner Lopez. Motion carried unanimously.

X. Public Comment

There was no public comment.

XI. Next Meeting Dates:

◆ February 8, 2006 (Retreat) ◆ March 8, 2006 ◆ April 12, 2006

XII. Adjournment:

Motion: Commissioner Dutton moved to adjourn the meeting. Seconded by Commissioner Lopez. Motion carried unanimously

The meeting adjourned at 10:15 a.m.