

First 5 Plumas
Plumas County Children and Families Commission
Meeting Minutes
Wednesday, June 11, 2008

Courthouse Annex
Department of Social Services, 2nd Floor
Quincy, CA 95971

I. Roll Call:

Chairperson Carol Burney called the meeting to order at 9:00 a.m. Commissioner's and staff introduced themselves.

Commissioners Present: Chairperson Carol Burney, Kathy Wickman, Bill Powers, Mini Hall, Elliott Smart, and Jaye Bruce

Commissioners Absent: Merle Rusky

Commission Vacancies: 2

Staff Present: Ellen Vieira, Executive Director

II. Approval of the May 14, 2008 Meeting Minutes:

Motion: Commissioner Powers made a motion to approve the minutes of May 14, 2008 as presented. Commissioner Wickman seconded the motion. **Motion carried unanimously.**

III. Fiscal Items

a. Projected Budget Expenditure Report FY 2007-08

Director Vieira presented a Projected Budget Expenditure Report that included the CARES and School Readiness Budgets FY 07-08.

100% of the CARES Budget of \$45,000 and the School Readiness Budget of \$200,000 FY 07-08 is projected to be expended. 98.2% of the Local Budget FY 07-08 is expected to be expended.

Director Vieira also reported that 16% is expected to be spent on Administration, 78.40% on Programs, and 6.01% on Evaluation. The Commission will be provided with an Actual Expenditure Report on all three budgets in October 2008.

Motion: Commissioner Smart made a motion to accept the Projected Budget Expenditure Report FY 2007-08. Commissioner Powers seconded the motion. **Motion carried with Commissioner Hall (Director of Public Health/Commission's Fiscal Administrator) abstaining from the vote.**

b. Proposed Budget Package FY 2008-09

Director Vieira presented the Proposed Budget Package FY 2008-09 in the amount of \$440,963 that included a Budget Narrative, Budget Calendar, Five Year Financial Plan,

Budget by Cost Allocation, Projected Budgets through FY 2013, the School Readiness Budget and CARES Budget FY 08-09. The director informed the Commission that the date of April 15th in the Budget Narrative for the Commission's budget to be submitted to the county should actually be July 1st.

The FY 08-09 proposed budgeted amount of \$440,963 is \$24,037 under the projected revenue amount of \$465,000. By Cost Category, 17% is projected for Administration, 76% is projected for Programs, and 7% for Evaluation.

Director Vieira informed the Commission that she met with the Public Health Agency's fiscal officer regarding the possibility of the state diverting Proposition 10 funding. Fiscal staff recommended that ½ of revenues should be available in the county's Trust Fund to ensure the Commission would have enough funds to close business. She was assured that the Trust Fund had over \$295,000 currently available.

Director Vieira also presented the Projected Budgets through 2012-13 and pointed out that even with slight increases to the annual budget to cover personnel costs; the Trust Fund would have a \$300,000 reserve.

Motion: Commissioner Smart made a motion to approve the Proposed Budget Package FY 2008-09 with the date of April 15th in the Budget Narrative to be changed to July 1st. Commissioner Bruce seconded the motion. **Motion carried with Commissioner Hall abstaining from the vote.**

c. School Readiness Budget FY 2008-09-\$200,000

Director Vieira informed the Commission that the School Readiness Budget FY 08-09 was \$225,000 and not \$200,000 as stated on the agenda.

Motion: Commissioner Powers made a motion to approve the School Readiness Budget FY 08-09 for the amount of \$225,000. Commissioner Smart seconded the motion. **Motion carried with Commissioner Hall abstaining from the vote.**

d. CARES Budget FY 2008-09-\$45,000

Director Vieira presented the CARES Budget FY 2008-09 in the amount of \$45,000.

Motion: Commissioner Wickman made a motion to approve the CARES Budget FY 08-09 in the amount of \$45,000. Commissioner Smart seconded the motion. **Motion carried with Commissioner Hall abstaining from the vote.**

IV. Public Comment: None

V. Commission will consider the following Service Agreement Contracts FY 08-09

a. PCCFC08-09PUSDSR-\$12,000 School Readiness Services-Plumas Unified School District

b. PCCFC08-09PCPHANBHCSR-\$130,000 School Readiness Services-Plumas County Public Health Agency.

c. PCCFC08-09JB-\$3,000-Kindergarten Transition Services-Contractor Jeanne Brovelli

Motion: Commissioner Powers made a motion to approve contracts No. PCCFC08-09PUSDSR-\$12,000-Plumas Unified School District and PCCFC0809PCPHANBHCSR0-\$130,000-Plumas County Public Health Agency, and PCCFC08-09JB-\$3,000-Contractor Jeanne Brovelli for School Transition Services. Commissioner Bruce seconded the motion. **Motion carried with Commissioner Hall (Director of PCPHA) abstaining from the discussion and vote.**

d. PCCFC08-09RB-\$1,500-PCCFC Web Site-Contractor Robert Burney

CONFLICT OF INTEREST: Chairperson Burney announced to the Public that she had a Conflict of Interest (announced that proposed contractor is her husband) with agenda item V.d. She excused herself from the meeting room and did not participate in any discussion or vote. Vice Chair Bruce called for a motion.

Motion: Commissioner Powers made a motion to approve contract No. PCCFC08-09RB-\$1,500. Commissioner Wickman seconded the motion. **Motion carried with Commissioner Burney absent from the vote.**

VI. Public Comment: None

VII. Reports

Executive Director's Report

1. Child Abuse Prevention Council activities/First 5 collaboration

Director Vieira reported that she attended a Child Abuse Prevention Council meeting on June 6th. The Council voted that each of the five resource centers would receive \$5,500 each and the PRS FFN/Parenting would receive \$47,500 FY 08-09. The CAP Council coordinator will be developing a SOW for each agency and the reporting requirements.

2. Collaboration with PCPHA on Health Access

Plumas County Public Health Agency's Director, Mimi Hall reported that the issue of Health Access would be a primary focus of the Health Department for the next few years. She will be working with the Sierra Health Institute, a local non-profit based in Taylorsville over the summer to present the Health Department's plan to various local organizations. She will be using existing funding streams to move the project forward and plans to leverage additional MAA funding and grants. A devoted program coordinator will develop a community collaborative with the goal to create a better health care system in Plumas County.

3. Plumas Unified School District's Proposal to Far Northern Regional Center

The Executive Director announced that Plumas Unified School District submitted the school's venderization proposal to Far Northern Regional Center. Director Vieira will keep the Commission informed of the proposal's progress.

Commissioner Smart asked what the venderization proposal would fund. Director Vieira stated that the intention of the proposal is to sustain the early intervention services that the Commission currently funds over the long-term.

4. Kindergarten Round-up

During the months of April and May 2008, Plumas Unified School District with funding from First 5 Plumas and the Local Child Development conducted Kindergarten Roundups at 4 school sites within the district. A total of 123 children were seen during these events. Physical exams, vision screening, hearing screening, hemoglobin measurement, urine dipstick screening, speech and language evaluation, height/weight determination and blood pressure measurement were provided at no cost to families. Information regarding kindergarten readiness, dental health, and health care insurance were offered, school backpacks with school supplies, kindergarten readiness materials as well as literacy information were provided.

5. Plumas County Dental Coalition

Director Vieira reported that she attended a Dental Coalition meeting on June 10th. The Healthy Smiles case manager reported that since October 2006, 14 Plumas County children ages 1-5 were provided with hospital and/or oral conscious sedation services. It is projected that \$3,800 will be left in the Healthy Smiles Treatment Fund to serve Plumas County children FY 08-09.

Director Vieira and the program staff of the Plumas County Public Health Agency reviewed the initial draft of the Health Smiles Evaluation Report. Initial finding indicated that even though school enrollment has declined approximately 12.5%, the number of children screened and varnished has increased. The “no decay” rates are higher in Loyalton, presumably because Loyalton (until last year) had fluoridated water. Oral health messages reached approximately 3000 individuals.

Director Vieira also reported that Dr. Reed, from Plumas District Hospital reported to the Coalition that the obstetrical physicians now have a written policy in place recommending the oral health screening of prenatal patients.

6. July Association meeting

The Executive Director reported that she would be attending an Association of Counties meeting in Sacramento on July 16th.

7. Regional County Teleconference

The Executive Director reported that she attended a Regional Conference Call on June 3rd. There was a lengthy discussion on bill that Senator Cox will introduce through a ballot initiative in November. Although he has not yet introduced his proposal in bill form, he was given an opportunity to present it to the whole Senate Budget committee last week.

Thanks to the efforts of First 5 LA, two excellent things happened last week. The LA City Council adopted a resolution in support of protecting First 5 funds. Once the Mayor signs it, the LA lobbyist will join the First 5 efforts in Sacramento.

Speaker of the Assembly Karen Bass, when asked her thoughts about raiding Prop 10 funds, indicated strong support for First 5. Director Vieira caught this interchange on the cable cast last week and sent it to the Association.

When asked are you looking to using other pots of money such as Prop 10.

Speaker's response: I feel that there is a misrepresentation of Prop 10 when there is a focus on a few small programs. I'm very familiar with Prop 10, especially in LA County and I hope we don't have to go there. I know there are discussions of that nature going on in the Senate and also discussions of borrowing from Prop 10. Speaker Bass went on to say how important this \$ is to young children.

8. Information on Legislative Process Required to Make Changes to Prop 10

Director Vieira reviewed with the Commission the legislative process to change the intent of Proposition 10.

9. Update on Contract Negotiations for FY 08-09

Director Vieira reported that there were no changes to any of the contract Scopes of Work or budgets for this year. The \$500 reduction in the PCCFC contract with Plumas Unified School District for School Readiness services is based on historical final contract expenditures.

b. Commissioners Reports

Commissioner Powers reported that he did not win the election for the District 1 Supervisor. He also informed the Commission that he would like to invite the other Supervisors to a Commission meeting.

Commissioner Powers also commented in response to Commissioner Halls report on Health Access that in a county of 22,000 people, universal health access could be achieved through computerized e-cards.

Commissioner Smart commented that there were discussions in Sacramento about borrowing from the Proposition 10 funds in county reserves.

VIII. Closed Personnel Session-Gov't Code 11126(A)(1)

a. Performance Evaluation and Compensation FY 08-09 of the Executive Director

Motion: Commissioner Smart made a motion to accept the Executive Director's Performance Evaluation and approve a 3% Cost of Living (COLA) increase to her employment contract base amount of \$69,178.92 beginning July 1, 2008. Commissioner Powers seconded the motion. **Motion carried unanimously.**

IX. Report on Closed Session

Chairperson Burney reported on the above action taken by the Commission in Closed

Session. She reported that the Executive Director had an opportunity to review the Performance Evaluation prior to the Closed Session and she accepted the findings.

Discussion: Chairperson Burney reported that the Commission wanted a process for meeting with the Executive Director on a regular basis to provide support and feedback. Director Vieira thought the idea was a good one and stated that she would add a process to the Employee Policies and place on the Commission's September agenda for action.

X. Public Comment: Commissioner Burney reported that there was a new pediatrician, Dr. Grady Fort at Eastern Plumas Hospital in Portola with a specialty in developmental disabilities.

XI. Next Meeting Dates:

◆ July-No Meeting ◆ August-No Meeting ◆ September 10, 2008

XII. Adjournment:

The meeting was adjourned by Chairperson Burney at 11:15 a.m.

Submitted by: Ellen Vieira, Executive Director