

First 5 Plumas
Plumas County Children and Families Commission
Meeting Minutes
Wednesday, September 12, 2007

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, Bill Powers, Hank Foley, Elliott Smart and Jaye Bruce

Commissioners Absent: Kathy Wickman

Commission Vacancies: 3

Staff Present: Ellen Vieira, Executive Director

II. Approval of the June 13, 2007 Meeting Minutes:

Motion: Commissioner Foley made a motion to approve the minutes of June 13, 2007
. Commissioner Powers seconded the motion. **Motion carried with Commissioner Smart abstaining.**

III. Fiscal Items

a. Actual FY 06-07 Expenditure Report

Director Vieira presented an actual FY 2006-2007 Expenditure Report to the Commission. Total expenditures were: \$539,091.00. Of those expenditures; 16.4% were for Administrative costs, 77.2% were Program costs, and 6.4% were Evaluation costs.

Motion: Commissioner Powers made a motion to accept the FY 06-07 Actual Expenditure Report, Commissioner Bruce seconded the motion. **Motion carried with Commissioner Foley abstaining.**

b. FY 2007-2008 Budget Augmentation

Director Vieira requested that the Commission consider an \$8,000 budget augmentation. She stated that the rollover funds from Professional Services line item included, \$2,000 to Feather River College for a special needs transport that the Commission approved FY 06-07, and \$6,000 to Plumas Unified School District (PUSD) for 06-07 school readiness activities and the C. Roy Carmichael School's

Summer Pre-K program.

Discussion: Commission Smart asked what if more than \$6,000 was invoiced. Director Vieira stated that she would only approve the amount totaling \$8,000 or less.

Motion: Commissioner Powers made a motion to approve the \$8,000 augmentation to the FY 07-08 budget. Commissioner Smart seconded the motion. **Motion carried with Commissioner Foley abstaining.**

IV. Public Comment

Sue Swicegood from the Plumas Rural Service's Child Care Network showed the Commission a special needs calendar being distributed through the Family Empowerment Center.

Susie Wilson announced that because of the fire the Indian Valley Powwow was canceled.

V. Augmentation to Service Agreement No. PCCFC07-08SWCRI-\$5,000

Director Vieira reported that the augmentation was for 100 hours of professional advisement as required by the State for the CARES program.

Motion: Commissioner Smart made a motion to approve the augmentation to Service Agreement No. PCCFC07-08SWCRI in the amount of \$5,000. Commissioner Foley seconded the motion. **Motion carried with Commissioner Burney abstaining.**

VI. Reports

a. Director's Report-The director reported on the following items:

Local Updates

1. Dorette English reported that the ASQ training was successful; approximately 25 individuals participated.
2. Susie Wilson, the director of a new program called Birth Partners was funded by the Local Planning Council to increase the number of mothers who breastfeed for more than 6 months by training early care providers and parents. Note: Susie surveyed the mothers and providers and most breastfeeding mothers stop breastfeeding between 3-6 months. Anecdotal evidence suggests that going back to work is most often the reason why moms stop breastfeeding.
3. Status of 07-08 contracts
The contracts have been signed and 1st invoices have been processed. Budgets, Scopes of Work and evaluation plans are in place.
4. Update on 06-07 audit by Smith and Newell

Smith and Newell conducted the first expanded audit on Aug. 22nd. A review draft is due by Sept. 30th.

5. FY 06-07 Annual Report and Evaluation The annual reports/audit is due to the State Commission by Nov. 1st. All the drafts will be ready for the Oct. Commission mtg.
6. Commission vacancies-The director reported that although the Commission as advertised for a parent representative so far no parent has applied. Commissioner Smart commented on the importance of having parents represented on the Commission. There was also a discussion on having a member on the Commission to represent the Hispanic community. Jeanene Haven, director of Roundhouse Council encouraged the Commission to recruit a Native American representative.
7. Strategic Plan revisions and or updates FY 07-08 The SP will be placed on the January 2008 agenda for its Public Hearing and adoption. Ms. Vieira recommended extending the present plan through the 2nd Cycle of SR (through 2010-2011).
8. CARES end-of-the-year program report: 27 providers received stipends. 16 providers were FCC and 11 was center based staff. We now have a higher # of FCC providers who are moving towards a bachelor's degree.
9. PCCFC Web Site I been working with the web sites contractor and we now have the first page set up.

Regional/State

1. Update on the Small County Augmentation Workgroup

Director Vieira has been participating on the State's Small County. Augmentations Workgroup.

Instead of the 20/80 split, the State Commission staff has agreed that the state and counties will share equally in the revenue commitment (50/50). The use of Surplus Money Investment Fund revenue (chart in the board packet) is being explored. This would allow counties to contribute in a proportional fashion, without the large counties having to go to their commissions.

What we didn't agree on as a group was the establishment of a new minimum funding threshold for the 8 smallest counties. There is a special meeting scheduled on October 8th to discuss this issue.

The state staff is still looking at how to redefine the trigger, and there are still concerns about the audited fund balances of some of the smallest counties.

The Workgroup has not agreed on a funding formula.

2. \$20 million funding commitment by the State Commission for health access for children ages 0-5 First 5 California committed \$20 million to help ensure the transition of children ages 0-5 from local children's health insurance initiatives and to provide coverage for uninsured young children living in counties without local CHI's. This is contingent on the state establishing a health coverage program.

3. Northeast presentation in Sacramento

This Power Point presentation of the Northeast counties was very well received by the State Commission and the Chair requested that it be posted on the State's Web Site.

4 State Commission meetings FY 07-08

The 2008 State Commission's meetings are scheduled as follows: Jan. 24-25 Sacramento, March 20th Chico, May 15th Sacramento, July 17th San Diego, September 18, Sacramento, and Nov. 20th is in Sonoma.

b. Commissioners Comments

Commissioner Smart commented on the State Budget and how the proposed health care approaches may effect children ages 0-5. The Commission directed Ms. Vieira to monitor any proposed bills and work directly with the Commission's Executive Committee to respond to the legislature.

VII. Program Development

a. Update on Commission Membership Vacancies-Applicant from Head Start

After discussion, the Commission decided to continue the effort to recruit a parent for membership on the Commission. .

Motion: Commissioner Smart made a motion to make a recommendation to the Board of Supervisors to appoint Merle Rusky, Program Manager from Head Start to the Commission. Commissioner Foley seconded the motion. **Motion carried unanimously.**

VIII. Public Comment: There was no public comment.

IX. Next Meeting Dates:

◆ October 10, 2007(Portola-location TBD)◆January 9, 2008 (Quincy)◆March 12, 2008 (Quincy)

X. Adjournment:

Motion: Commissioner Smart moved to adjourn the meeting. Commissioner Foley seconded the motion. **Motion carried unanimously.**

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

Submitted by: Ellen Vieira, Executive Director