

First 5 Plumas
Plumas County Children and Families Commission
Wednesday, March 10, 2010
Health/Human Services Annex
Social Services Conference Room
270 Hospital Road
Quincy, CA 95971

MEETING MINUTES

Commission Meeting:

1. Roll Call:

Chairperson, Carol Burney called the meeting to order at 9:05 a.m.
Commissioners and staff introduced themselves.

Commissioners Present: Mimi Hall, Jaye Bruce, Carol Burney, and Elliott Smart

Commissioners Absent: Corla Bertrand, Merle Rusky, and Lori Simpson

Staff Present: Ellen Vieira, Executive Director

2. Approval of Meeting Minutes: January 13, 2010

Motion: Commissioner Smart made a motion to approve the minutes of January 13, 2010. Commissioner Bruce seconded the motion. **Motion carried unanimously.**

3. Fiscal Items

3a. Budget Calendar FY 2010-2011

Motion: Commissioner Smart made a motion to approve the Budget Calendar FY 10-11. Commissioner Hall seconded the motion. **Motion carried unanimously.**

3b. Commission will take action on a draft Service Agreement Contract Augmentation Policy

Discussion: Director Vieira reminded the Commission that the Executive Committee reviewed the draft Service Agreement Contract Augmentation Policy before it went into the board packets. She also notes that agenda item 3c was tabled January 2010 until the Commission had a contract augmentation policy in place.

Motion: Commissioner Smart made a motion to approve the draft Service Agreement Contract Augmentation Policy. Commissioner Bruce seconded the motion. **Motion carried unanimously.**

- 3c. Commission will take action on a proposed \$8,000 augmentation to contract No. PCCFC09-0PUSDIS

Discussion: Director Vieira reminded the Commission that since the Contract Augmentation Policy was approved, they could now vote on the PUSD Early Intervention contract augmentation. She also noted that the schools would be serving infants that would not be served by the Far Northern Regional Center. There was no further discussion on this item.

Motion: Commissioner Bruce made a motion to approve a “not to exceed” \$8,000 augmentation to contract No. PCCFC09-10PUSDIS. The augmented contract period is 3-10-2010/6-30-2010.

4. Public Hearing

- a. **Commission will take action on the annual review of the First 5 Plumas Strategic Plan 2008-2011**

Commissioner Smart opened the Public Hearing

Director Vieira reported that there were no changes or revisions of the Strategic Plan. She recommended that the Commission approve the Strategic Plan through FY 2011, which would reflect the end of the First 5 California School Readiness grant.

MOTION: Commissioner Smart made a motion to approve the Strategic Plan until June 30, 2011. Commissioner Bruce seconded the motion. **Motion carried unanimously.**

- b. **Commission will take action on the annual review of First 5 California’s Annual Report FY 08-09.**

Commissioner Smart opened the Public Hearing

MOTION: Commissioner Smart made a motion to accept First 5 California’s Annual Report FY 08-09. Commissioner Bruce seconded the motion. **Motion carried unanimously.**

5. Public Comment NONE

6. Reports

6a. Executive Director-Report

1. Oral health case management update

Director Vieira reports meeting with Public Health Director, Mimi Hall on February 23rd to discuss planning for oral health case management for children ages 0-5 who need hospital based dental restorations. In January, the Commission approved a \$10,000 augmentation to the health department's New Born House Calls contract, which is not only for case management, but to find a permanent solution to having young children wait long periods of time for dental care.

Commissioner Hall reports that she will meet with hospital administrators and dental providers to find a long term solution to case managing children who qualify for Denti-Cal. She stated that the Health Department has funding for case management through Maternal Child Health

2. Meeting with WIC program coordinator

Director Vieira reports that she met with Katy Dyrr, the WIC program coordinator to discuss how WIC is currently supporting breastfeeding mothers. WIC received a one-time only fund augmentation in 2010 and has subcontracted with Birth Partners to provide breastfeeding education classes and support to new prenatal patients three times monthly at the WIC office in coordination with their WIC appointments. We also talked about obtaining new local survey data on how many mothers sustain breast feeding for at least six months and what are the barriers. Katy reported that through state WIC data 39% of Plumas County mothers sustain breastfeeding for six months compared to 18% statewide.

3. Child Abuse Prevention Council

Director Vieira reports that she attended a Child Abuse Prevention Council meeting on March 5th. She was nominated to serve as Chairperson in February and elected to the position at the March 5th meeting.

4. Local Child Care Planning Council

Director Vieira attended a Local Child Care Planning (LPC) meeting on February 22nd. The LPC will be conducting a needs assessment in the next few months, and a retreat on March 29th.

5. Quarterly grantee reports/invoices/data submission

All of the January contract reports are in and the invoices have been processed. Cathy Minicucci and Director Vieira discussed all of the contractor's evaluation reports via phone meetings with the grantees during the month of February.

6. **Annual Form 700-Conflict of Interest**

Director Vieira asked that each Commissioner sign the 700-Conflict of Interest form in the board packets. She reminded the public that these forms are due annually in April and will be filed in the fiscal office at the Health Department.

7. **Planning for grassroots political advocacy in Plumas County**

Director Vieira reports that she met with Joyce Scroggs, the coordinator of the Local Child Care Planning Council on February 18th to plan for a Parents Advocating for Children group. The idea is to establish a loosely structured group that could approve letters to the California legislators and governor when budget or programmatic actions that affect rural counties are proposed. Parent participation and leadership would be a key component. Ellen and Joyce proposed the idea to the Child Abuse Prevention Council. Joyce will take the proposed Parents Advocating for Children ideas to the CAP Council's Parents Committee on March 17th.

8. **Commissioner orientation**

Director Vieira reports that she provided a commissioner orientation to newly appointed Commissioner Corla Bertrand. She was officially appointed by the Board of Supervisors on Tuesday, March 2nd.

9. **Kindergarten Roundup planning**

On February 25th Director Vieira convened a Kindergarten Roundup planning meeting. The dates have been scheduled as follows: Chester Elementary, April 15th, C. Roy Carmichael, April 22nd, Pioneer Elementary, April 27th, and Greenville Elementary May 6th.

Nancy Hemsley, PUSD School Nurse will coordinate the medical providers and Jeanne Brovelli, ECE Consultant will coordinate the School Readiness activities. The Child Care Planning Council will again provide school backpacks and supplies to in-coming kindergartners free of cost. Plumas County Public Health nurses will also participate.

10. **Small County Augmentation Workgroup meeting**

Director Vieira reports that she attended a Small County Augmentation Workgroup on Friday, February 22nd at the First 5 California office in Sacramento. She informed the Commission that First 5 California hired the consulting firm NewPoint Group Management Consultants. Vieira reports that the workgroup has agreed not to release specific information about the group's discussions at this time. Three formula alternatives were presented to the group, from basic to more complex. The Small County Workgroup has a phone conference scheduled on March 12th and NewPoint will present preliminary findings to the group in March 2010, at a date TBD. The goal of First 5 California staff is to have a funding proposal to the state commission on April 21, 2010.

11. **Attempts by the State to take First 5 funding**

Director Vieira thanked everyone for their letters in opposition to the proposed redirection of Proposition 10 funds. The legislature did not agree to put Prop 10 on the June ballot as the Governor proposed, and defeated SBX8 41 (Cox), which also called for putting Prop 10 on the ballot. In light of the growing state budget deficit, the threat to Prop 10 funds will more than likely continue.

6b. Commissioner's Report(s)-

Commissioner Burney reports that she and Commissioner Bruce will be attending the Infant Developments Association's Conference in April. The focus will be on autism. She will bring back information for the Commission in May.

7. Program Development

7a. Mid-year program evaluation data report

Director Vieira reviewed a Power Point presentation of the programs and services provided by the funded programs during the first six months of the 2009-10 program year (July 1, 2009-December 31, 2009. Programs have served 254 children in unduplicated counts ages 0-5, and 316 parents/guardians. The following shows the ethnicity of children served by the programs: the largest proportion were white (61%), followed by Native American (255) , Hispanic (12%), and Black (1%) multiracial and unknown. The total number of special needs children served is 21.

There were a total of 386 home visits provided by Early Intervention, Healthy Touch, New Born House Calls, and Roundhouse Council.

Discussion:

Commissioner Smart asked when the Commission would receive measures of program outcomes.

Director Vieira reminded the Commission that logic models were created with each program linking activities with immediate, intermediate and long term outcomes. Outcome measures will be provided to the Commission at the June meeting. There will also be parent surveys and Raising a Reader pre and post survey to measure family literacy.

Director Vieira also noted that drug and alcohol indicators will be brought back to the Commission for approval and will be added to the Community Indicator Report.

Motion: Commissioner Bruce made a motion to accept the Program Evaluation Report. Commissioner Hall seconded the motion. **Motion carried unanimously.**

7b. Conflict of Interest Resolution No. 2010-2012

Director Vieira presented the Conflict of Resolution 2010-2012 to the Commission. She noted that Plumas County requires each governmental body to adopt a Conflict of Interest Resolution once every two years.

Motion: Commissioner Smart made a motion to approve Conflict of Interest Resolution No. 2010-2012. Commissioner Bruce seconded the motion. **Motion carried unanimously.**

7c. Review of Memorandum of Understanding (MOU) with Plumas County

Discussion Only:

Director Vieira reported that she met with Public Health Director Mimi Hall to discuss the MOU and any amendments to the agreement that the county may want. With the exception of formatting, director Hall did not have any changes to propose.

The MOU will be circulated to those signing the agreement prior to submission to the Board of Supervisors. The MOU will be in affect for two years with another two years added by mutual consent. The amount the county can charge the Commission for the various fiscal and administrative services will not exceed 8% of the Commission's expended budget. Director Vieira noted that the MOU will be on the Commission agenda for action in April.

Since the Commission conducted an independent operations analysis four years ago and found cost would increase if administrative and fiscal functions were purchased outside of the county system, there was no further discussion.

8. Public Comment

Commissioner Smart reports that April is Child Abuse Prevention Month. He also reports that there is a statewide coalition asking the Legislature to restore 120 million in child welfare services. He stated that he submitted an op-ed to Feather Publishing explaining to the public what this would mean for children statewide and those living in Plumas County.

9. Next Meeting Dates

- ◆ April 14, 2010 (Greenville-Roundhouse Council) ◆ May 12, 2010
- ◆ June 9, 2010

10. Adjournment

Chairperson Burney adjourned the meeting at 11:20 a.m.

Submitted by: Ellen Vieira, Executive Director