



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Approved Meeting Minutes, December 4, 2008
1345 B Paul Bunyan Road, Susanville, CA.

PRESENT: Commissioners Doug McCoy, Barbara Malone, Melody Brawley, Mae Sherman, Amiee Osborn, Brenda Poteete, Alternate Commissioner Kathy Colvin and staff member Laura Roberts

ABSENT: Commissioners Elizabeth Elam, Jan Foster, Bob Pyle, and Alternate Commissioner Brian Dahle,

CALL TO ORDER: Chairman Doug McCoy called the meeting to order at 1:35 p.m. Everyone was welcomed.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF AGENDA: Chairman McCoy presented the agenda. There were no changes. Commissioner Poteete made a motion that the agenda be approved as amended. Alternate Commissioner Colvin seconded the motion. There was no discussion. The motion passed with no abstentions.

INFORMATION/CONSENT CALENDAR: The information and consent calendar was presented. Commissioner Poteete made a motion to approve the consent calendar as presented. Commissioner Brawley seconded the motion. There was discussion about being certain to receive invoices and reports from the CARES and Home Visiting programs in January, and upon determining that the reports are within the guidelines of the grant, then release the checks. There was no further discussion. The motion passed unanimously. The items approved on the consent calendar are as follows:

- Approval of November 6, 2008 Minutes
- Approval of Fiscal Report
- Approval of Transfer of Funds from Trust Account and payment of pending obligations in an amount of \$74,413.09

Lassen Diversified Mgmt.	353.26	Postage and Duplication for November 2008, Inv. 4204
First 5 Association	508.52	Registration & Lodging for Staff Summit in Asilomar
Social Entrepreneurs, Inc.	585.00	Evaluation and Consulting Invoice #1808
Smiles for Life, Inc.	730.00	Un-reimbursed services for July 08 Invoice #187
CARES	10,000.00	Payment for 3 rd Quarter FY 08-09
Modoc Office of Education	1,379.30	Adin State Preschool for October 2008, Invoice #2
Pathways	55,458.20	Payment for 3 rd Quarter FY 08-09
Smiles for Life, Inc.	4,658.00	Services unreimbursed for October 2008
Total	\$74,413.09	

SHAFFER SCHOOL MINI GRANT APPLICATION: Jason Waddell, Principal of Shaffer School presented a mini grant request for \$7,500.00 for a preschool at the Shaffer School site. He explained the process that Shaffer School had been conducting to determine the feasibility of starting a preschool on the campus. This involved input from families via a survey. A high percentage of the families responded to the survey. Respondents indicated that 46% would utilize a preschool and that transportation was important to them as well. The buildings to be used by a preschool are located quite a distance from the other classrooms. Questions were presented concerning collaboration with Head Start. It was suggested that Headstart present to the SELPA meetings, the abilities of SCFO to work with school districts to meet preschool needs. Discussion proceeded regarding whether this will negatively impact the preschool enrollment at other sites. It was determined that it would not. Mr. Waddell was questioned about measuring the effectiveness of the products to be purchased on the growth and development of the children to be served. A developmental screening will be performed twice per year. Commissioner Malone moved to approve the mini grant for \$7,500. Commissioner Brawley seconded the motion. The motion passed with Commissioner Poteete abstaining. Staff was instructed to

draft the contract within the parameters of the approved application, obtain appropriate signatures, draw down funds from the First 5 Trust Account, and release funds to the grantee accordingly.

YUMMY TUMMY COOK BOOK: The printing proposal that came in for customizing this booklet for the Lassen Commission is far too expensive to be considered. It was suggested that the free copies that were received be distributed to preschools, childcare facilities, and childcare homes for use in food preparation for children. Lassen Child & Family Resources can help distribute the booklets. It was also suggested to make a sign listing the toll free number where families can call to obtain a copy of the booklet.

REPORTS:

Funding issues are still critical. No new information this week. The First 5 Association is handling a great deal of information on behalf of commissions in order to keep the unity and coordination at maximum. Keeping the good work of the Commission in the media is important.

The Lassen Times printed the article on discipline, the hand-washing article is submitted, and the January article will be on the topic of smoke free cars. February will be on Children's Oral Health.

The dental van is nearing completion. The approved graphic designs were shown. A grand opening/roll out celebration event is tentatively planned for January.

ADJOURN: The meeting was adjourned at 2:30 p.m. The next meeting will be held on February 5, 2009 at 1:30 p.m.

Respectfully Submitted,

Laura J. Roberts
Executive Director