



**PRESENT:** Commissioners, Jan Foster, Elizabeth Elam, Melody Brawley, Amiee Osborn, Joanna Zimmerman, Mae Sherman, Alternate Commissioner Anita Osborn, visitors Rebecca Roberts and Kevin Mannel, and staff member Laura Roberts

**ABSENT:** Commissioners, Doug McCoy, Bob Pyle, Alternate Commissioner Wendy Blackmon, Brenda Poteete, and Alternate Commissioner Brian Dahle

**CALL TO ORDER:** Chairperson Jan Foster called the meeting to order at 1:30 p.m. Everyone was welcomed.

**PUBLIC COMMENT:** There was no public comment.

**APPROVAL OF AGENDA:** Chairperson Foster presented the agenda. There were no changes in the agenda. Commissioner Elam made a motion that the agenda be approved as amended. Commissioner Brawley seconded the motion. There was no discussion. The motion passed with no abstentions.

**INFORMATION/CONSENT CALENDAR:** The information and consent calendar was presented. Commissioner Brawley made a motion to approve the consent calendar as presented. Commissioner Sherman seconded the motion. The motion passed unanimously. The items approved on the consent calendar are as follows:

- Approval of October 1, 2009 Minutes
- Approval of Fiscal Report
- Approval of Transfer of Funds from Trust Account and payment of pending obligations in an amount of \$83,678.30

<b>Expenses for FY 09-10</b>		
Lassen Diversified Management	\$8,190.00	Project Coordination and Implementation for November 2009
Lassen Diversified Management	\$1,524.84	Postage, duplication, for October and Veggie Coloring books, Inv. 4310
Modoc Office of Education	\$700.26	09/8-30/2009 for 2 children at Adin State Preschool, Invoice 01
Pezzullo & Gussett, CPAs	\$750.00	Correspondence and Discussion regarding Audit Checklist, Inv. 49897
Smiles for Life	3,357.50	Outreach Education, Data Input, Copies, Case Mgmt., Inv. 225
Social Entrepreneurs, Inc. *	\$547.50	Consulting & Evaluation for September, Invoice 1947
Bailey Data Management *	\$2,700.00	Annual Web Hosting Fee & Database Maintenance Fee, 10-1-09 to 9/30/10
Tyler Design*	\$450.00	Graphics & Design for annual Report 08/09, Invoice 1229
Smith & Newell	\$10,000.00	Audit and Preparation of Financial Statements FY 08/09
<b>Pathways to Child &amp; Family Excellence</b>	<b>\$55,458.20</b>	1 <sup>st</sup> Qtr FY 09/10 pmt, Administration, Evaluation, Program, Invoice 41
<b>Total</b>	<b>\$86,678.30</b>	
		*Tyler Design was paid on 10/7/09 via check #1426, \$450.00
		*Social Entrepreneurs, Inc. was paid via Check #1424=\$2,700.00
		*Bailey Data Management was paid on 9/4/09 check #1417=\$1620.00

**REQUEST FOR AUTHORIZATION TO COMMIT LOCAL FIRST 5 FUNDS SET ASIDE TO HELP LOCAL PROGRAMS EXPERIENCING FISCAL CUTS:**

Information was presented to the Commission detailing cuts to the Alcohol and Drug programs, in particular, PROMISES, a day treatment program for substance abusing women with children. Kevin Mannel was present to address questions and provide additional information. The documents provided in the presentation are attached to the minutes and incorporated herein as if set forth in full. Extensive discussion ensued regarding various aspects of a potential investment of First 5 funds into work by the Children’s Research Institute and Ira Chasnoff. The suggested funding commitment is consistent with the strategic plan of the Commission, falls within the systems change responsibility of the Commission, could potentially be sustained by EPSDT, and will provide expertise from Dr. Chasnoff that will guide local participants through the restructuring of a system of delivery of valued and essential services. It was determined that no action should be taken on the matter at the current meeting because due to abstentions, no quorum would be present. The matter will be scheduled for action at the December meeting.

**REPORTS:** Becky Roberts presented the Home Visiting quarterly report indicating that direct service units have increased. The size of the staff has not increased. Documenting services in the database is going well. Home visits are occurring county-wide. Staff members have recently received training on maintaining and developing father involvement. Becky reported

that the supervised visitation families have been merging well into longer term home visiting services. She indicated that the entire staff would be going to St. Louis to attend the National Parents as Teachers Conference.

The Oral Health Report will be presented at the next meeting.

The Annual Report and Annual Audit have been submitted.

**ADJOURN:** The meeting was adjourned at 2:20p.m.

Respectfully Submitted,

Laura J. Roberts  
Executive Director