



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Meeting Minutes, November 6, 2008
1345 B Paul Bunyan Road, Susanville, CA.

PRESENT: Commissioners Doug McCoy, Barbara Malone, Melody Brawley, Mae Sherman, Elizabeth Elam, Amiee Osborn, Brenda Poteete, and staff member Laura Roberts

ABSENT: Commissioners Jan Foster, Bob Pyle, and Alternate Commissioner Brian Dahle, Alternate Commissioner Kathy Colvin

CALL TO ORDER: Chairman Doug McCoy called the meeting to order at 1:45 p.m. Everyone was welcomed.

PUBLIC COMMENT: Amiee Osborn thanked the Commission for authorizing her attendance at lactation training which she completed this past month. She indicated it was a great training and provided new information that is helpful to as she is working with new mothers.

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

INFORMATION/CONSENT CALENDAR: The information and consent calendar was presented. Commissioner Malone made a motion to approve the consent calendar as presented. Commissioner Sherman seconded the motion. There was no further discussion. The motion passed unanimously. The items approved on the consent calendar are as follows:

- Approval of September 4, 2008 Minutes
- Approval of October 2, 2008 Minutes
- Approval of Fiscal Report
- Approval of Transfer of Funds from Trust Account and payment of pending obligations in an amount of \$47,485.05

Lassen Diversified Mgmt.	\$16,380.00	Staff Contract Payment Nov and Dec 2008, Invoice 4195
Lassen Diversified Management	\$653.42	Duplication and Postage for Oct 08, Invoice #4199
Social Entrepreneurs, Inc.	\$3,181.25	Evaluation & Consulting Invoice #1776
Smiles for Life, Inc.	\$6,124.50	Services un-reimbursed by any other source, Aug & Sept 08, Invoice #189
CARES	\$20,000.00	Payment for 2 quarters of FY 08/09
Modoc Office of Education	\$1,145.88	Adin State Preschool for September 2008
Total	\$47,485.05	

BUDGET CORRECTION/MODIFICATION: There was a discrepancy in the amount of the budget that was approved by the Commission in the revised Strategic Plan and the amount of the contracts that were renewed. In error the 08-09 budget was not adjusted to reflect 08-09 program costs. Adjustments needed are: Adin Preschool was added for \$7,500 and had not been included in the annual budget. This was from action taken by the Commission at their October 2008 meeting. The home visiting program line item was incorrectly listed in the 08-09 budget as \$275,000. It should have been \$277,291.00. The Contract Staff line item was incorrectly listed as \$93,609.00. It should have been consistent with the prior year amount of \$98,280. Commissioner Malone made a motion that the changes be made. Commissioner Sherman seconded the motion. Commissioners questioned whether the funds were available to make the changes. The funds are available. There was no further discussion. The motion passed unanimously.

CANCEL DECEMBER MEETING: The Commission discussed the possibility of cancelling the December meeting as has been done in the past. A mini grant application is to be received shortly and if the meeting is cancelled the application would have to wait until January. Commissioners suggested conducting the December meeting and cancelling the January

meeting instead. Commissioner Elam made a motion to cancel the January meeting. Commissioner Sherman seconded the motion. There was no further discussion. The motion passed unanimously.

AUTHORIZE WRITE OFF OF ORAL HEALTH LOAN BALANCES OF \$3,266.36: The Commission discussed writing off balances of emergency oral health funds that have been loaned for the payment of co-pays and which families are unable to pay back. It was determined that \$700 may still be collectible and should stay on the books and invoices should continue to go out. Commissioner Brawley made a motion to write off \$2,566.36. Commissioner Malone seconded the motion. There was no further discussion. The motion carried.

NOVEMBER MEDIA: The monthly pre-written article topic being submitted to the Lassen County Times for November is on discipline.

MHSA -- EARLY INTERVENTION AND PREVENTION PLAN -- COLLABORATING WITH FIRST 5 LASSEN: Chairman McCoy and Executive Director Laura Roberts reported on a meeting they had with Ken Crandall, Program Director for Lassen County Mental Health to explore ideas for early intervention and prevention services and the relationship of First 5 to the process and services. Mr. Crandall reviewed the draft MHSA/EIP plan components. Chairman McCoy indicated the funding reduction for First 5 home visiting as of June 2010. The State funds will be ending at that time. While the Commission has allocated funding for continuing the program, the \$100,000 per year reduction in funding that will occur will need to be replaced in order to continue the program at the current level of service. The various aspects of the MHSA plan were discussed and various opportunities for increased collaboration with First 5 exist within the plan. The meeting ended with a summary of priorities, (1) increased collaboration between First 5 Lassen home visiting program and MHSA, (2) As families transition from home visiting but are still in need of therapy, explore the potential of investing in start up costs of PCIT (Parent Child Interaction Therapy), perhaps even in nontraditional sites, (3) explore thoroughly the child find systems that are in place in San Bernardino County, first through a teleconference, and perhaps ultimately through a site visit., and (4) bring back Dr. Bruce Perry or Dr. Chamberlain to speak on the impact of violence and substance abuse on the early development of a child's brain.

REPORTS:

- Association Update: The First 5 Association continues to work on our behalf regarding solidifying First 5 funding and conveying an accurate First 5 message of results and accountability.
- Statewide Annual Conference: The Conference will be held in San Francisco April 14-16, 2009. Registration opens in early January. Four rooms have been reserved.
- The Oral Health Quarterly Report was presented.
- Annual Report Presentations has taken place at Head Start, Lassen County Child Care Planning Council, and the Lassen County Public Health Advisory Committee.

ADJOURN: The meeting was adjourned at 3:15 p.m. The next meeting will be held on February 5, 2009 at 1:30 p.m.

Respectfully Submitted,

Laura J. Roberts
Executive Director