



PRESENT: Commissioners, Jan Foster, Elizabeth Elam, Melody Brawley, Amiee Osborn, Mae Sherman, Wendy Blackmon, and staff member Laura Roberts

ABSENT: Commissioners, Doug McCoy, Joanna Zimmerman, Bob Pyle, Brenda Poteete and Alternate Commissioner Brian Dahle

CALL TO ORDER: Vice 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: Vice Chairperson Foster presented the agenda. There were no changes. Commissioner Elam made a motion that the agenda be approved as presented. Commissioner Sherman seconded the motion. There was no discussion. The motion passed with no abstentions.

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

- Approval of August 6th, 2009 Minutes
- Approval of Fiscal Report
- Approval of Transfer of Funds from Trust Account and payment of pending obligations in an amount of \$65,658.32

Expenses for FY 08--09		
Lassen Diversified Management	\$8,190.00	Project Coordination and Implementation for September 2009
Lassen Diversified Management	\$643.76	Postage, duplication, for August 2009, Invoice 4287
Alliant Special Liability Insurance	\$1,152.25	Liability Insurance for 09/29/2009 to 09/29/2010, Invoice 18286
Pathways to Child & Family Excellence	55,458.20	Advance Pmt for FY 09-10 First Quarter , Invoice 39
Smiles for Life	\$200.00	Copies, Outreach and Education, Program Coordination Invoice 218, (Paid on 08/07/09 with check #1410)
First 5 Association of California	\$14.11	Delivery charges for Emergency Sesame Street kits, Inv. Lassen (Paid on 8/12/09 with check #1411)
Total	\$65,658.32	

APPROVAL OF REVISED FINAL CLOSEOUT BUDGET FOR FY 08-09: A revised final closeout budget for FY 08-09 was presented. Actual expenditures and revenues were presented. Revisions consisted of adding in the Adin Preschool expenditure and the interest from the Emergency Oral Health Account. Commissioner Brawley moved to approve the budget as presented. Commissioner Osborn seconded the motion. There was no further discussion. The motion passed with no abstentions. The revised closeout budget is attached and made a part of these minutes.

CONSIDERATION OF APPLICATION OF ANITA OSBORN ALTERNATE COMMISSIONER POSITION AND REQUEST FOR AUTHORIZATION TO DIRECT LETTER OF RECOMMENDATION TO LASSEN COUNTY BOARD OF SUPERVISORS: The application of Anita Osborn for the vacant alternate commissioner position was reviewed by Commissioners. Commissioner Elam made a motion to direct a letter of recommendation to the County Board of Supervisors recommending Anita Osborn for appointment to the Commission and that a letter of recommendation be issued to the Lassen County Board of Supervisors. The motion was seconded by Commissioner Osborn. There was no further discussion and the motion passed with no abstentions.

PRESENTATION OF DRAFT ANNUAL REPORT: A draft of the Annual Report was presented. This version of the report is created from the State First 5 online data collection and evaluation center. This is the document that is required to be submitted online by October 30, 2009. Commissioners reviewed the document and inquired about the summary report totals showing zero in numbers served, as well as questions about "Not Yet Accessed" on others. These sections of the report are reflective of mini grants and the lactation training project and numbers of children involved will be added as soon as it is computed. In project areas that are reflective of training, collaboration, etc., there may be no numbers to fill in with

as the projects were not of the nature to provide direct service to children and families. The document was discussed further. It was stated that the document will be on the agenda for approval and public hearing at the next meeting of the Commission, October 1, 2009. The completed document will consist of the State First 5 report format, the consumer format, the completed evaluation document, as well as the success stories booklet.

DISCUSSION -- STATE BUDGET CUTS – LOCAL IMPACT TO 0-5 CHILDREN -- CAN LOCAL FIRST 5 HELP? Joanna Zimmermann and Cheryl Damm presented information concerning the status of proposed cuts to Maternal, Child, and Adolescent (MCAH) funding and what the cuts will mean to local programs and services. Additional information concerning other Health and Social Service program cuts was presented by Commissioner Brawley. Proposed cuts are significant to both MCAH and the Alcohol and Drug Department, especially PROMISES. Commissioners indicated that cuts in these programs, as well as cuts to the Early Start Program will significantly impact services to the birth to five population. Comments were made that cuts in services and staff at Northeastern Rural Health are impacting the 4Ps process, as well as oral health services for children. It was suggested that an invitation to meet be directed to Kevin Mannel, Director of Health and Social Services, in order to learn more and thoroughly understand local Health and Social Service program needs and gaps. The commission expressed their strong commitment to identify solutions and opportunities to leverage available First 5 Lassen funds to help continue valuable services to young children and their families.

REPORTS: 4P'S REPORT: A draft report on 4Ps was presented. This report covers data collected for 2 years. Comments were made on the helpfulness of the report in identifying gaps in services and in making program modifications to make further impact on issues affecting the outcomes of pregnancies in Lassen County women. **Annual Audit Progress:** The audit is in progress, with final compilation of the financial and compliance audit binder being made at this time. Evaluation data is being added. Preliminary work is being completed at this time and sent to the auditor. **Policy and Procedure Modification to implement GASB 54:** This is a new requirement that will be necessary to implement during the current fiscal year. It involves renaming the funding categories -- committed, reserved, encumbered, etc. The commission will have to develop written policies for GASB 54. **Annual Report, Annual School Readiness Report, and CARES Report Progress:** The evaluation data is now ready to be input into the online database for the annual report to the State. The consumer friendly version will be completed after the online version is finished. It is planned to have draft documents for the Commission at the September meeting. **Update/ modifications to Long Term Financial Plan Document:** A draft of modifications made to the long term financial plan spread sheet was provided. The long term plan will be updated in its entirety this year. **Dental Van Grand Opening August 26, 2009, Plumas Bank Parking Lot, 4:30 p.m.:** The grand opening of the dental van will occur on August 26th. The Plumas Bank is hosting a community forum to invite the new hospitalist and the grand opening of the van will occur at 4:30, just prior to the start of the community forum. Everyone is invited.

ADJOURN: The meeting was adjourned at 3:40 p.m.

Respectfully Submitted,

Laura J. Roberts, Executive Director