



LASSEN COUNTY  
CHILDREN & FAMILIES COMMISSION  
Minutes of Special Meeting, October 21, 2010  
1345 B Paul Bunyan Road, Susanville, CA.

**PRESENT:** Commissioners Jan Foster, Melody Brawley, Joanna Zimmerman, and Amiee Osborn; Alternate Commissioner Wendy Blackmon, and staff member Laura Roberts.

**ABSENT:** Commissioners, Doug McCoy, Mae Sherman, Elizabeth Elam, Bob Pyle, Brenda Poteete, Alternate Commissioners Brian Dahle and Anita Osborn,

**CALL TO ORDER:** The meeting was called to order by Vice Chair Jan foster at 2:05. Everyone was welcomed.

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

**AGENDA APPROVAL, ADDITIONAL AND/OR DELETIONS:** Commissioner Brawley moved to approve the agenda as presented. Alternate commissioner Blackmon seconded the motion. There was no discussion. The motion passed with no abstentions.

**INFORMATION AND CONSENT CALENDAR:** The Fiscal Report and request for transfer of funds was presented. Commissioner Brawley moved to approve the information and consent calendar as presented and that \$19,351.49 be transferred from the Trust Account for payment of obligations. Commissioners Zimmermann seconded the motion. There was no further discussion. The motion passed with no abstentions.

**ANNUAL AUDIT – FINAL REVIEW:** The Annual Audit was presented for final review. All changes requested by the Commission have been made. There was no further comment on the audit.

**ANNUAL REPORT – FINAL REVIEW:** The Online Annual Report for submission to the State Commission was presented for final review. All data being reported was obtained through the Lassen Online Data Management system. All numbers balance and the narrative portions of the report have been obtained from Grantee Reports and from the data analysis from Social Entrepreneurs. There was no further comment on the Annual Report.

**PUBLIC HEARING -- ANNUAL REPORT AND ANNUAL AUDIT:** The public hearing on the Annual Audit and Annual Report was declare open by the Chairperson at 2:12 p.m. There was no public comment made. Commissioners commented and thanked staff for the reports. The hearing was declared closed at 2:14 p.m.

**ADOPT ANNUAL REPORT AND ANNUAL AUDIT:** The Annual Audit and Annual Report were presented for adoption by the Commission. Alternate Commissioner Blackmon made a motion to adopt the Annual Report and Annual Audits as presented. Commissioner Osborn seconded the motion. There was no further discussion. The motion passed with no abstentions.

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

Respectfully Submitted,

A handwritten signature in blue ink that reads 'Laura J. Roberts'.

Laura J. Roberts  
Executive Director