



LASSEN COUNTY  
CHILDREN AND FAMILIES COMMISSION  
MEETING MINUTES

April 3, 2003, 1:30 p.m.  
1345 Barry Creek Plaza, Suite B  
Susanville, California

**Commissioners Present:** Karol Merten, Doug McCoy, Bobby Malone, Janice Irvin, Sheral Thorlaksson, Shannon Gerig, Alternate, Jim Chapman, Elizabeth Elam

**Commissioners Absent:** Patsy Jiminez, Mae Sherman, Alternate Member Brian Dahle, Alternate Member Kathy Colvin

**Commission Staff:** Laura Roberts

**Community Members:** Lloyd Keefer, Carol Keefer, Jean Hodge, Lynn Meinert, Robin Jones, Wynette Helsel, Tonya Jungwirth, Barbara Tiner, Lisa Holmstrom

1. **Welcome and Introductions:** Chairperson, Karol Merten called the meeting to order at 1:37 p.m. The Chairperson welcomed everyone, and all introduced themselves.
2. **Public Comment:** There was no public comment.
3. **Closed Session Findings:** The performance evaluation of Lassen Diversified Management, Inc. was considered. Commissioner Elam moved that the performance evaluation be accepted as presented by the committee. Commissioner Irvin seconded the motion. There was no further discussion. The motion carried unanimously. Many thanks were given by the Commissioners to Laura Roberts for her excellent work and continued efforts on behalf of the Commission.
4. **Approval of Agenda:** Commissioner Malone moved that the amended agenda be approved as presented, Commissioner Thorlaksson seconded the motion. Commissioner McCoy asked about the drastic reduction of funds in January. Laura explained about the backfill provisions between Prop 99 and Prop 10. The backfill occurred in January and this accounted for the drastic decline in revenue. There was no further discussion, and the motion was unanimously approved.
5. **Consent Calendar:** The consent calendar was presented. Commissioner Elam moved to approve the consent calendar. Commissioner Irvin seconded the motion. There was no discussion. The motion passed with Shannon Gerig, Jim Chapman, and Betsy Elam abstaining.
6. **Regional Oral Health Position Paper – Authorization to Proceed with Grant Research:** The document was reviewed. Discussion covered whether to proceed individually or together with other counties. Some organizations have indicated that it does not add strength to the application to include other counties. While the document includes other counties, the application for grant funds may be submitted individually by Lassen County. Commissioner Irvin moved to authorize the search for grant funds. Commissioner Gerig seconded the motion. There was no further discussion. The motion carried.

7. **Janesville Town Council Mini Grant Application:** Lloyd Keeffer presented the application and reviewed for the Commission the plans of the Town Council to build a comprehensive playground for the community. Members of the Council had today toured other playgrounds. He mentioned the need to develop the playground because the Trindell Report states that the playground is unsafe. He stated that the mini grant funds if awarded will provide the backbone of the 0-5 playground equipment. They will be seeking other funds to complete the playground for the 0-5 aged children. Lynn Meinert stated that the playground development is consistent with the 1999 Community Plan for Janesville. Commissioner Chapman commented on the growth of Janesville and the efforts of Supervisor Keefer and community members to improve their community. He stated that the playgrounds are very expensive and thus require multiple sources of funding. He added that the application is consistent with the intent of the Commission to help develop community projects such as the playground. Commissioner Malone was please to see that the proposal was a part of a larger plan. She questioned the Commission's policy regarding the funding of permanent fixtures such as surface material. Commissioner McCoy commented on the playground project that Methodist Church completed. Commissioner Chapman moved that that mini grant request be approved as submitted. Commissioner Malone seconded the motion. There was no further discussion. The motion carried unanimously.

Commissioner Malone requested that discussion of a policy concerning the funding of fixed assets such as playground surfaces be placed on the agenda for the next meeting.

8. **Renewal of Contract with LDM:** The contract was previously considered. The only change is with regard to mileage, it was changed to match the county rate. Commissioner Chapman moved that the contract be renewed as amended. Commissioner Thorlakkson seconded the motion. The motion carried.

9. **Reports:**

**Annual Conference:** Commissioner McCoy expressed interest in attending. Mae Sherman, Patsy Jiminez, and Kathy Colvin will also be attending. Barbara Tiner and Lisa Holmstrom will be attending from ComPAC.

**FRC Project:** Barbara Tiner reported that their grant to the California Endowment is receiving its final reviewed today. The Big Valley project is moving along well. Tonya Jungwirth reported on the Westwood FRC. Their children's fair is scheduled for April 12<sup>th</sup>. She reviewed their April calendar of events. Commissioner Merten asked how many families were being served. Tonya will return next month with a detailed report.

**Home Visitation:** Lisa Holmstrom indicated that the pause on enrollment was lifted. Three additional members have been hired, one is bilingual and will be serving the Big Valley area. She reported on the training she attended in Wisconsin regarding the home visiting curriculum "Growing Great Kids". She stated that the curriculum is very comprehensive and home visitors will be trained very soon in the use of the curriculum. Lisa distributed a

list of items that can be gathered around the house that can be used with families. The policy and procedure committee will be finishing their work on the procedure manual and forms this next week. Barbara Tiner stated that the Modoc Commission gave a mini grant of \$10,000 to help with home visitations for families living on the boarder between the two counties.

**CARES Project:** The CARES project is nearing completion of the first two year program. The State Commission has indicated that it will fund another two years. An RFP is expected to be released by the end of April 2003. Participation in a second two year program will be considered after the RFP is released.

**Evaluation Plan Development:** A draft Evaluation Plan is being prepared by Cathy Minnicucci. This work is funded through the technical assistance allocation from the California Children and Families Association. A completed plan will be presented to the Commission by June 2003.

**Regional Oral Health Project :** The second training by Dr. Francisco Ramos-Gomez will be presented in Quincy on April 11 and 12. Anyone that missed the Lassen training is welcome to attend the Quincy training. The cross training between the dental and medical professions that occurred in the Lassen training was really great.

**Lassen Oral Health Task Force** Jean Hodge reported on the work of the Task Force. They are planning to participate in the Children's Fair. Public speaking engagements are going on throughout the community. The Fluoride Varnish, aka Children's Oral Health Program started on March 28 at Head Start. Approximately 60 children were served.

**Mini Grants:** Many of the grant are completed. There is approximately \$25,000 left in the allocation for the rest of the fiscal year.

10. The meeting was adjourned at 3:45 p.m.

Respectfully submitted,

Laura J. Roberts  
Executive Director