



LASSEN COUNTY  
CHILDREN & FAMILIES COMMISSION  
Minutes, August 3, 2006, 1:30 p.m. – 3:30 p.m.  
1345B Paul Bunyan Road  
Susanville, California

**Present:** Kathy Colvin, Barbara Malone, Melody Brawley, Jan Irvin, Mae Sherman, Doug McCoy, Lillian Arnold, Dennis Wilkes, and Laura Roberts

**Call to Order:** Chairman Doug McCoy called the meeting to order at 1:37 p.m. Everyone was welcomed by the Chairman and introduced.

**Public Comment:** There was no public comment.

**Approval of Agenda:** Commissioner Brawley moved to approve the agenda as presented. Commissioner Irvin seconded the motion. There was no discussion. The motion passed.

**Information and Consent Calendar:** Commissioner Malone moved to approve the Consent Calendar as presented. Commissioner Sherman seconded the motion. There was discussion regarding the reimbursed funds from Mini Grantee Brown and the Birthing Class as well as the MAA funds that were received for one quarter of 03/04. There was no further discussion. The motion passed. The items approved are as follows:

4a.	SUBJECT: Approval of Minutes LCCFC Meeting of June 29, 2006	
4b.	SUBJECT: Approval of Fiscal Report	
4c.	SUBJECT: Approval of Expenses as follows:	
	Pathway's Contract Payment BHI - September	\$ 5,000.00
	Pathway's Contract Payment Home Visiting - September	\$12,500.00
	Lassen Diversified Contract Payment - Staff - September	\$ 7,800.00
	Oral Health Project Contract Payment (if approved at 8/3/06 Mtg.) - September	\$ 5,000.00
	SEI Contract Payment - September	\$ 3,000.00
	Misc. cost (copies, postage, project expenses) - August	\$ 500.00
	Mini-Grant request for Big Valley (if approved @ meeting)	\$ 7,500.00
	Travel Expenses - California First 5 meeting in Jackson and MAA Training in Sacramento	\$366.07
	Total	\$41,666.07

**Budget Amendment:** The budget revision decreased mini grants by \$10,000 and increased home visiting by \$10,000 for the north county home visiting services contract with TEACH. Commissioner Brawley made a motion that the amendment be approved. Alternate Commissioner Colvin seconded the motion. There was no further discussion. The motion passed.

**Authorize Scope Of Work For Extension Of Oral Health Contract, Determine Length Of Extension Pursuant To New Strategic Plan:** The existing contract is with Northeastern Rural Health. It was questioned whether the proposed budget is the same as last time. Laura explained that the budget is the same except for the line items regarding the van. It was explained that the Oral Health Task Force is planning to solicit donations and sponsors for the van. The van after it is

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retrofitted can deliver and bill for oral health services for up to 20 hours per week under the Lassen Family Dental license. Commissioner Brawley moved that the scope of work and budget be accepted and the contract for \$45,000 for services for 06/07 be extended until June 30, 2007 with Northeastern Rural Health. Commissioner Malone seconded the motion. There was no further discussion. The motion passed.

**Clarification of policy regarding funding of capital improvements/development:** Chairman McCoy explained that it has been the policy of the local commission to not fund capital development projects. He stated that the definition of capital should be addressed and clarified. The mini grant application terminology needs to be changed to be consistent with the policy of the Commission to not fund capital projects. Chairman McCoy asked the Commissioners if it is their policy to not purchase, improve, or develop real property or permanent construction through any grant awarded by the Commission. Discussion ensued and it was clarified by Commissioners that it is their intention to not fund capital projects of any type. The Mini Grant application form is to be revised to correctly reflect the intention of the Commission and a policy is to be drafted clearly stating the policy. This is a discussion item and is to be returned to the next meeting for action.

Alternate Commissioner Colvin exited the meeting.

**Mini Grant Request -- Big Valley FRC for Construction of Preschool:** Lillian Arnold was present to talk about the application. She handed out information she had obtained from the State Commission website indicating what the policy of the State Commission is regarding capital development. Commissioner McCoy explained that each local commission might have different policies regarding capital development. The Lassen Commission's intentions indicated in minutes of previous capital investment and development discussions is that there is to be no funding of capital development projects. Lillian indicated that she understood from information she obtain from the CCFC website that it was clear that the funds could not be utilized for capital development. She was invited to apply for a mini grant at a later time for items to stock a preschool when it is constructed. Lillian commented that she is applying for funds from other sources. She indicated that CDBG is one resource that is being considered and should be available again in October. It was commented by Chairman McCoy that the building is owned by Lassen County and perhaps they should be the applicant or a joint application between the two entities. Lillian thanked the Commission.

**Transfer of Birthing Class Mini Grant Supplies and Remaining Funds to Northeastern Rural Health Child Birth Education Program:** Aimee Osborn addressed the commission, indicating that she is the new childbirth educator at Northeastern Rural Health. A proposed was presented to the Commission. She indicated that there are many patients in the Doyle and Westwood area that do not currently receive childbirth education services. She indicated that the proposal does include Lamaze certification, but in the event that Commission does not want to cover the cost of that certification, there are other alternate purchases listed. She indicated that she is providing the

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breastfeeding education as well. Commissioner Brawley asked about the intent of the original grant. It was for childbirth education. Aimee explained that any items proposed to be purchased that are duplicative of earlier purchases, would be to set up a lending library with any items that are duplicative, i.e. videos. The videos that she currently has are used in her teaching and cannot be made available for loan. The training cost for Lamaze certification was questioned. Funding training has been allowed in the past with a commitment of so many units of training be returned to the community. Aimee mentioned that there was funding set-aside in the original grant for training. She indicated that the training might be in the Modesto/Fresno area. Commissioner Irvin made a motion to transfer the existing supplies and remaining funds to Northeastern Rural Health for the childbirth program. Commissioner Sherman seconded the motion. Additional comments were made about how important this type of education is in a community, especially in outlying areas. There was no further discussion. The motion passed. Commissioner Brawley asked if teens are involved in any of the classes. Aimee indicated that the program is being ramped back up and currently there are no teens involved. Commissioner Malone asked if Aimee is working with Far Northern, Early Start and RAINBOW Family Support Network programs. Aimee indicated that she plans to outreach to them.

**Commission Officers for 06/07:** It is usual practice for the Commission to have a Nominating Committee develop a slate of officers for consideration by the Commission. Currently Doug McCoy is the Chairman, Mae Sherman is the Secretary Treasurer, and Betsy Elam is the Vice Chair. Commissioner Malone asked if current officers are willing to serve an additional year. It was indicated that they would be willing to do so. Commissioner Brawley made a motion to accept the existing officers in their respective positions as officers for the 06/07 year. Commissioner Malone seconded the motion. There was no discussion. The motion passed.

**Reports:** Laura is working with Bartig, Basler and Ray on the annual audit. It is anticipated that the draft audit and a draft of the annual report will be on the agenda for the September meeting as well as the school readiness report. The school readiness application is being redone due to all of the changes in school readiness service delivery methods. The CARES report is also being developed for the prior year activities, both the program narrative portion as well as the fiscal portion. Laura added that the home visiting program is back up and running. TEACH is in the process of contacting the two home visitors to get them rehired if they so desire. Two home visitors are rehired in the Susanville area with an additional person returning mid-August.

Commissioner Malone commented on the contract compliance work that she has done for the Commission. She will be retiring but will be continuing to work 2 days per week and is willing to continue to serve in this capacity if the Commission so desires. Commissioner Malone added that a car seat program event is scheduled for the last Thursday in August. This is a child safety and car seat event kick off event. She added that after the end of August, Jackie Molina will be the new director for Lassen Child and Family Resources. The car seat mini grant check is still waiting for the MOU/Contract be reviewed by County Counsel and signed by Health and Social Services.

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The Susanville Mothers Club will be previewing all of the books that they purchased with a Commission mini grant at a story time event on August 9<sup>th</sup> at 11:15 a.m. at the Susanville Library.

The first FASD Diagnostic event took place at the Northeastern Rural Health Clinic facility on July 29<sup>th</sup>. This is the first event of this type. Commissioner Brawley commented how long this has been coming and how gratifying to know that it has finally happened. A diagnostic has been trained, and additional training opportunities for the team have been conducted and many community members and other providers have been able to participate in the training events as well. The diagnostic team is composed of a physician, a speech therapist, a physical therapist, and a psychologist, as well as a facilitator. An additional training is to be held in August regarding behavior regulation therapy.

The CARES program is preparing to start up in August and September. The changes needed in the application form as well as other decisions regarding training opportunities are being addressed.



The Lassen Oral Health Task Force and a team of Head Start children presented Dr. Sean with a special award for his hard work on behalf of children. The award team then presented a special thank you to Michelle Joy and the Surgery staff at Banner Lassen Hospital for their contributions to children's oral health. After that time the award team



proceeded to the case manager's office where they honored Helen Finks for all of her hard work connecting children to oral health services. Last but not least, the award team showed up at Jeannie Huber the Tooth Fairy's office to surprise her with an award



for all of her special services on behalf of children in Lassen County. Laura commented that the van is in the process of being transferred to Northeastern Rural Health for conversion to a mobile dental treatment and education program. The first target areas to receive services are Doyle and Westwood.

Laura commented on the Family Support Network Planning process and the ongoing efforts to complete that process. It is anticipated that the process will be completed by early September. Changes to the family support network system of family resource centers is being considered as the document is being developed. The redesign of the home visiting program has been worked on extensively by a home visiting team and is discussed intensely in the draft document.

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A meeting with the new Chairman of the State Children and Families Commission was held in Jackson on behalf of the rural counties in the northeast region. Laura indicated that the most important item that she brought home from the meeting is a comment from Chairman Ramirez that especially in rural areas, it is most critical to understand that it isn't about how much money a program has or does not have, but that it is the relationships and collaboration between agencies that help get people's needs met.

Commissioner Brawley reported that the food bank program had a regional meeting and that changes are being considered to the way the food bank program is implemented are being considered.

There were no further reports.

**Adjourn:** The meeting was adjourned at 3:20 p.m.

Respectfully submitted,

Laura J. Roberts, Executive Director