



LASSEN COUNTY  
CHILDREN & FAMILIES COMMISSION  
Minutes, May 3, 2007, 1:30 p.m. – 3:30 p.m.  
1345B Paul Bunyan Road  
Susanville, California

**Present:** Commissioners, Brenda Poteete, Bob Pyle, Kathy Colvin, Mae Sherman, Amiee Osborn, Janice Foster, and Staff, Laura Roberts and Dennis Wilkes

**Absent:** Doug McCoy, Barbara Malone, Melody Brawley, Linda Tangenberg, Elizabeth Elam

**Call to Order:** Mae Sherman, Secretary/Treasurer, sitting as Chairperson, called the meeting to order at 1:34 p.m. Everyone was welcomed.

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

**Approval of Agenda:** Chairperson Sherman presented the agenda. There were no changes. Commissioner Poteete made a motion that the agenda be approved as submitted. Commissioner Pyle seconded the motion. There was no discussion. The motion passed.

**Information and Consent Calendar:** Item 4a was pulled from the consent calendar. Commissioner Poteete moved to approve the Consent Calendar as modified. Commissioner Pyle seconded the motion. The motion passed. The items approved on the consent calendar are as follows:

- 4b. SUBJECT: Approval of Fiscal Report
- 4c. SUBJECT: Approval of Transfer Requests in the amount of

<u>Vendor</u>	<u>Amount</u>
Pathways	\$ 12,500.00 Home Visiting Project May
Pathways	\$ 7,800.00 Executive Director Contract May
Diversified Management	\$690.93 Copies/Postage 327-4/24/07
Diamond Mountain Casino	\$685.91 Strategic Planning Retreat Facility/Meeting Costs 4/13/07
Total	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> \$21,676.84

**Approval of Minutes LCCFC Meetings of March 1 and April 13, 2007:** The minutes of the March 1 and April 13 meetings were considered. One correction was made in the list of those who attended. Commissioner Foster moved to approve the minutes as corrected. Commissioner Brawley seconded the motion. The motion carried with Pyle and Poteete abstaining.

**Mini Grant Request:** The request of Hope Davis for a mini grant to purchase curricula, equipment, and materials for her newly licensed day care in Westwood was considered. After discussion Commissioner Poteete made a motion to approve the mini grant request as submitted. Alternate Commissioner Colvin seconded the motion. There was no further discussion. The motion passed.

**Draft Strategic Plan and Budget Review:** The draft Strategic Plan and sample budgets were presented. After brief discussion and review, as well as consideration of funding a child find effort under improved systems by using the Upstream Solution model, it was suggested that the Strategic Plan be placed on the agenda for the next meeting for public hearing and action. Prior to a public hearing at the next meeting, it was suggested that further discussion of the draft budgets be held.

**Statewide Conference:** The Statewide First 5 Conference is being held in Orange County this year. Commissioners Foster, Sherman, and Osborn expressed interest in attending, however, could not firmly commit at this time. They will get back to Laura so she can make reservations. The Conference is May 30<sup>th</sup> to June 1<sup>st</sup>.

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**AB 1234 Ethics Training for Local Officials:** It was determined that the Commission members as well as staff are required to complete the training. The training can be done online through the Fair Political Practices Commission and a certificate can be generated upon completion of the course. A copy of the certificate is to be turned in to the LCCFC Office to be kept on file. The certificate/training is to be renewed every 2 years.

**Reports:**

**Policies and Procedures:** The legal counsel is still reviewing the policies and procedures document and should have a draft of revised policies and procedures for consideration at the next meeting.

**Home Visiting:** The home visitors are attending the Parents as Teachers training, after which they will be switching from the Growing Great Kids curriculum to the PAT model.

**Oral Health:** The Oral Health Task Force is preparing for the Children's Fair. Children will be able to receive their newly required oral health exam prior to their enrollment in Kindergarten. New California law requires that children who are preparing to enroll in Kindergarten, or those that are in Kindergarten and preparing to move on to the first grade, must have an oral health exam and a certificate of such by May 31<sup>st</sup>.

**CARES:** Approximately 55 CARES participants are busy completing their final trainings and preparing to conclude this CARES cycle by June 30. Their stipends will be computed and prepared for distribution on June 30.

**Behavioral Health:** Four referrals have been received recently from child care providers. The Behavioral Health Oversight Committee still needs to meet to discuss any changes that may need to be made to the structure of the program. It was encouraging that some care providers are beginning to use the program. It was still felt that there is reservation to enter a child into a program that may end up labeling the child. Parent consent has also been a block to services.

**Family Resource Centers:** The Board of Supervisors has allocated \$35,000 per year for each FRC for the next three years. In addition, a one-stop center of Health and Social Services will be placed at each FRC. Aurora Network will provide receptionist services for the one stop as well as the FRC.

Respectfully Submitted,

Laura J. Roberts  
Executive Director