



LASSEN COUNTY
CHILDREN & FAMILIES COMMISSION

Meeting Minutes, September 6, 2007
1345 B Paul Bunyan Road, Susanville, CA.

PRESENT: Commissioners Doug McCoy, Brenda Poteete, Jan Foster, Bobby Malone, Elizabeth Elam, Mae Sherman, Amiee Osborn, and Alternate Commissioners Kathy Colvin and Linda Tangenberg. Staff members Laura Roberts and Dennis Wilkes.

ABSENT: Commissioners Bob Pyle and Melody Brawley

CALL TO ORDER: Chairman Doug McCoy called the meeting to order at 1:37 p.m. Everyone was welcomed.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF AGENDA: Chairman McCoy presented the agenda. Commissioner Poteete made a motion that the agenda be approved as submitted. Commissioner Elam seconded the motion. There was no discussion. The motion passed with no abstentions.

INFORMATION/CONSENT CALENDAR: The information and consent calendar was presented. The closing time of the public hearing was corrected to 1:38 rather than 11:38, and grammatical correction was made to the minutes under Reports. Commissioner Malone moved to approve the consent calendar. Commissioner Foster seconded the motion. There was no discussion. The motion passed with no abstentions. The items approved on the consent calendar are as follows:

- 4a. Minutes of August 2, 2007
- 4b. Approval of Transfer of Funds \$9,911.35
- 4c. Approval of Fiscal Report

DRAFT ANNUAL AUDIT REVIEW: The annual audit was not received from the audit firm so this item was postponed until the next meeting.

DRAFT ANNUAL REPORT AND SCHOOL READINESS REPORT REVIEW: A draft of the annual report was presented. The school readiness portion of the annual report was not included as the forms were not yet available from the State Commission. A Power Point presentation of the evaluation results was presented. The draft report was discussed briefly, indicating that it needed additional editing to help condense the length of the report. Everyone was asked to review the report during the next week and give Laura their input with regard to edits. The report is to be presented again at the next meeting. If there are no further changes, the public hearing can take place at the next meeting as well. If there are changes, a special meeting may have to be set for the required public hearing.

DRAFT CARES REPORT REVIEW: A draft of the annual CARES report was reviewed. There were no changes to the report. The report was signed by the Chairman.

PRESENTATION OF SLATE OF OFFICERS AND ELECTION OF OFFICERS: Kathy Colvin reported on the work of the nominating committee. She indicated that the committee recommended approaching those Commissioners already serving as officers to see if they would be interested in continuing to serve as officers. Chairman McCoy indicated he would be willing to continue to serve as chairman. Commissioner Elam indicated that she wanted to step down from the Vice Chair position and Commissioner Sherman indicated she would be willing to continue as

Secretary/Treasurer. Commissioner Foster indicated she would be willing to serve as Vice Chair. The slate of recommendations was received; other nominations were requested by Chairman McCoy. There were no other interested parties. Commissioner Poteete made a motion to accept the slate of officers as recommended. Commissioner Malone seconded the motion. The motion passed without abstention.

REPORTS

Laura Roberts reported on the staff summit indicating that the sessions and networking is an invaluable resource for First 5 commissioner staff members. A binder of resources from the fiscal workshops was shared.

Progress is being made in securing all signatures and the various approvals on contracts for the current fiscal year. All changes recommended by legal counsel were made to the contracts, signatures of the grantees have been obtained, and the original contracts are being forwarded to legal counsel for signature.

A flyer advertising the September 22, 2007 LPC Conference was handed out. This event is being held at Lassen High School Student Center and is featuring Tom Sparough speaking about the importance of taking care of yourself as you care for others. He uses juggling to convey the message.

The 4P's process is moving along at Northeastern. The multiagency consent form has been reviewed by legal counsels for Northeastern and Lassen County. This will help facilitate referrals from Northeastern to Alcohol and Drug, as well as the sharing of information between agencies.

ADJOURN: The meeting was adjourned at 2:49 p.m.

Respectfully Submitted,

Laura J. Roberts
Executive Director