



**The Shasta Children and Families First Commission**

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[www.First5Shasta.org](http://www.First5Shasta.org)

**ADVISORY COMMITTEE**

**Adopted Meeting Minutes – January 13, 2009**

**Attending Advisory Committee Members:**

Barbara Lapp  
Jane Nelson  
Tyler Nichols  
Kristi Osborn  
Amy Pendergast  
Susanna Sibilsky  
Tara Swanson  
Jolene Thomas

**Advisory Committee Members Not Present:**

Frank Sauer

**Staff:**

Lillian Brown  
Elizabeth Poole  
Linda Wright

**Audience:**

None

**1. Welcome/Introductions**

Muffy called the meeting to order.

**2. Public Comment**

No comments were made.

**3. Approval of November 18, 2008 Advisory Committee Minutes**

The Committee reviewed the minutes from November 18, 2008. The minutes were unanimously approved.

#### **4. SCFFC Meeting**

##### **a. Report from December 10, 2008 SCFFC Meeting**

- The Commission agreed to revise the Shasta Women's Refuge Children Too! contract to increase education/outreach capability to all women of child-bearing years.
- In reference to SCFFC Strategic Planning, the Commission discussed the following: SCFFC goals and objectives; proposed framework for approaching those goals and objectives; convergence with the PREVENT Team; and future project development.
- The Commission discussed future SCFFC evaluation efforts. A Request For Application (RFA) for evaluators will be available in mid-February 2009. An Evaluation Committee is also being formed.
- As a part of Strategic Planning, the Commission adopted a long-range financial plan. \$3,000,000 was set aside for priority objectives over the next 5 years and \$1,000,000 was set aside for other objectives.
- The Commission reviewed the First Quarter 2008-09 Budget Report.
- The Commission was asked to consider providing approximately \$84,000 to the State Healthy Families Program for 2008-09. The request will be an action item on the January 2009 SCFFC Agenda.
- The Commission was informed that Dr. Jane Healey will be holding a conference during the 2009 Week of the Young Child. The conference is entitled "Smart Start for a Wired World."

##### **b. Appoint Committee Member to Attend January 28, 2009 SCFFC Meeting**

Susanna Sibilsky volunteered to attend the January 28, 2009 Commission meeting.

#### **5. Update on State Budget**

Muffy stated there is a current state legislative proposal (for 2009-10) to eliminate the First 5 California Commission. The proposal also suggests that each of the local commissions receive half of what they are receiving now. Muffy further remarked that any change to how First 5 is structured must go before the voters.

#### **6. Special Opportunity Grants**

##### **a. Report regarding SCFFC Spring 2009 allocation**

Muffy affirmed that the Commission approved \$40,000 be allocated for the 2009 Spring Special Opportunity round. The Request for Proposal (RFP) will be available and the Special Opportunity funding brochures will be mailed out on January 14, 2009. The amounts available are a minimum of \$5,000 and a maximum of \$20,000. Though the funding is also available to Family Child Care providers, no special considerations are included this round.

##### **b. Assignment of Spring 2009 Review Team**

Muffy remarked that the Special Opportunity proposals are due to First 5 on March 6, 2009 and copies will be sent to the Review Team the following week. The Review Team's recommendations will go to the Commission on April 22, 2009. Muffy asked

for volunteers to be on the Review Team. The Review Team, who will meet on March 30, 2009, will consist of Kristi Osborn, Jane Nelson, Susanna Sibilsky, and Amy Pendergast.

**7. Update on SCFFC Evaluation Committee**

Muffy confirmed that Jolene Thomas and Susanna Sibilsky are interested in serving on the Evaluation Committee. Muffy further stated that the two Commission members interested in serving are Barbara Lapp and Judie Englesby-Smith. Andrew Deckert has asked Brandi Isola, Outcomes Planning and Evaluation Manager with Shasta County Health and Human Services Agency, to represent him on the committee. Muffy, Liz, and the evaluators will attend all the meetings. Muffy asked the committee members to submit any names of people who might be interested in serving on the Evaluation Committee. Tara Swanson suggested extending an invitation to Charlie Menoher. Muffy stated that committee proceedings will fall under the Brown Act.

**8. Request for Community Awareness Campaign Reviewers**

Muffy asked for two committee members to review creative submissions from Cornucopia. The review will result in recommendations to First 5 for our community-awareness advertising campaign. Amy Pendergast and Tara Swanson volunteered to serve as reviewers on February 6, 2009.

**9. Rescheduling of April 2009 Advisory Committee Meeting**

Having polled the committee members, Muffy confirmed that the Advisory Committee will meet on April 7, 2009 instead of April 14, 2009.

**10. Executive Director Report**

None

**11. Reports from Committee Members**

Jolene Thomas will retire from Shasta Office of Education in June 2009. She will continue to serve on the SCFFC Advisory Committee.

Amy Pendergast reported Mark Fenton, host of America's Walking, is coming to Redding, March 6 through March 8, 2009. He will be involved in numerous activities sponsored by Healthy Shasta.

Respectfully submitted by:

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Lillian Brown, Office Assistant