



The Shasta Children and Families First Commission
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www.First5Shasta.org

ADVISORY COMMITTEE
Adopted Meeting Minutes – May 11, 2010

Attending Advisory Committee Members:

Linda Cole
Phyllis Hutchinson
Barbara Lapp
Deena Marshall
Jane Nelson
Amy Pendergast
Frank Sauer
Robin Schurig
Susanna Sibilsky
Tara Swanson – left at 2:20 p.m.
Dorothy Tello – left at 2:20 p.m.
Don Yost

Staff:

Muffy Berryhill
Lillian Brown
Kris Nichols
Liz Poole
Linda Wright

Audience:

None.

1. Welcome/Introductions

Muffy Berryhill called the meeting to order and invited attendees to introduce themselves.

2. Public Comment

None.

3. Approval of April 13, 2010 Advisory Committee Minutes

The Committee reviewed the minutes from April 13, 2010. The minutes were unanimously approved.

4. Orientation to Advisory Committee

a. Introduction with Newly Appointed Members

All members introduced themselves. The seasoned members revealed how long they had been serving on the committee and what each had gleaned from the service. The newly appointed members explained why they wished to serve on the committee. Muffy Berryhill opened discussion of conflict of interest. Amy Pendergast mentioned that in reviewing grant proposals, a Conflict of Interest Form is used to

identify potential conflict. Susanna Sibilsky and Frank Sauer discussed how members with conflict must recuse themselves from discussion and votes on related issues.

b. Overview of Committee Roles and Expectations

Muffy Berryhill invited the tenured committee members to discuss their perceptions of committee roles and expectations. Dorothy Tello related that the Commission determines the committee's role. Roles include grant proposal review, input on program direction, and advocacy and outreach. Barbara Lapp commented that the committee helps First 5 Shasta meet its strategic plan goals.

c. Request for Committee Member Bios

Muffy Berryhill requested that each committee member provide a biography to Debbie Peel and distributed the biography form.

5. Distribution and Discussion of SCFFC 2010-19 Strategic Plan

Muffy Berryhill stated that the SCFFC 2010-19 Strategic Plan was released at the April 28, 2010 Commission meeting and provided a copy of the Strategic Plan to committee members. Berryhill commented that the plan identifies vulnerable issues for families, with a strong emphasis on protective factors. She further related that all future Request for Applications must address the goals and objectives from the strategic plan.

6. SCFFC Meeting

a. Report from April 28, 2010 meeting

- The Commission released the 2010-19 Strategic Plan.
- The Commission approved the appointments of the new members to the Advisory Committee.
- The Commission voted to renew the Healthy Shasta contract for the next 5 years. Terri Fields-Hosler, Deputy Director, Shasta County Public Health, presented an overview of the Healthy Shasta program to the Commission.
- The Commission discussed input from the committee regarding Special Opportunity Grants.

b. Appoint Committee Member to attend May 26, 2010 SCFFC Meeting

Don Yost tentatively volunteered to attend the May 26, 2010 SCFFC Meeting. Yost will be contacted to confirm. If he cannot attend, Phyllis Hutchinson will attend.

7. Update on Directions for Future *Special Opportunity Grants*

Muffy Berryhill stated that at the April 26, 2010 SCFFC meeting, the Commission discussed plans for the 2010-11 Special Opportunity Grants, which included input from the Advisory Committee. Interest was in offering one grant round of approximately \$107,000 in 2010-11. Awards of up to \$40,000 could be made, with two to four grants of \$10,000 each being available. The Commission identified some indicators from Goal 2 objectives to be written into the RFA for the Special Opportunity grants. Additionally, the Commission decided that if a Special Opportunity grant showed promising value, that same grantee could reapply in a subsequent competitive process.

8. Discussion of First 5 Shasta's *A Parent's Guide to Starting Kindergarten*

Jennifer Snider gave an overview of First 5 Shasta's School Readiness Program. Snider explained that one of the main goals of the program is to strengthen the system of care between the community, the preschool, and elementary school. Snider then distributed copies of *A Parent's Guide to Starting Kindergarten* (copies of the guide on file).

When questioned about funding for the School Readiness program, Snider replied that 50% of the program's funding comes from First 5 California, 25% from First 5 Shasta, and 25% from the individual school districts. Muffy Berryhill remarked that First 5 California will discontinue the current approach to funding as of June 2011.

9. Schedule Next Advisory Committee Meeting

Muffy Berryhill proposed the next Advisory Committee meeting be July 13, 2010. The committee unanimously agreed.

10. Director's Report

Muffy Berryhill stated that the second annual Project Homeless Connect event will be held on May 19, 2010, at the Redding Convention Center. First 5 Shasta and the Perinatal Substance Abuse Committee collaborated to supply and distribute Children's Care Bags at the event.

11. Reports from Committee Members

Amy Pendergast provided an overview of the Healthy Shasta movement. She related Healthy Shasta began 5 years ago to counteract childhood obesity. Currently, there are 19 partners in the movement. The movement has worked on the following: more bike lanes in the community; healthier school lunches; and changing systems and policies. Pendergast stated Healthy Shasta has a steering committee and a leadership team, which meets twice a year. Healthy Shasta employs two part-time employees and two full-time employees.

Pendergast encouraged the committee to join in the celebration of Bike Month and distributed a calendar of events (copy on file).

Deena Marshall encouraged the committee to contact the Active 20/30 Club if help with a young child event is needed. Marshall volunteered to let the club know if their assistance is needed.

Susanna Sibilsky informed the committee that a Community Teaching Garden class will be held Sunday, May 16, 2010. The food from the garden will be donated to local food banks.

Barbara Lapp commented that the Mental Health Fair took place on May 12, 2010 at the Shasta County Veterans Hall.

Meeting adjourned at 3:25 p.m.

Respectfully submitted by:

Lillian Brown, Office Assistant