



**The Shasta Children and Families First Commission**

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www.First5Shasta.org

**ADVISORY COMMITTEE**

**Adopted Meeting Minutes – July 14, 2009**

**Attending Advisory Committee Members:**

Barbara Lapp  
Jane Nelson  
Amy Pendergast  
Frank Sauer  
Susanna Sibilsky  
Tara Swanson

**Advisory Committee Members Not Present:**

Tyler Nichols  
Kristi Osborn  
Jolene Thomas

**Staff:**

Lillian Brown  
Elizabeth Poole  
Linda Wright

**Audience:**

Rene Menefee, Shasta Head Start

**1. Welcome/Introductions**

Liz Poole called the meeting to order and invited attendees to introduce themselves.

**2. Public Comment**

No comments were made.

**3. Approval of June 9, 2009 Advisory Committee Minutes**

The Committee reviewed the minutes from June 9, 2009. Barbara Lapp noted an incomplete sentence on page 3. The minutes were unanimously approved with the correction.

#### 4. SCFFC Meeting

##### a. Report from June 24, 2009 SCFFC meeting – Linda Wright, Susanna Sibilsky

- The Commission awarded funding for the Bright Futures-Strengthening Families Program. The program family advocates will serve as AmeriCorps members. The 2-year contract begins July 1, 2009 and ends in June 2011. The Commission wants to make sure the new program will be more intense than the previous one, with clear and measurable goals.
- The Commission discussed setting up *Safety Net* funding to assist programs in Shasta County that serve young children.
- The Commission received an update on the PREVENT Team activities. A discussion ensued about adopting the PREVENT Team's vision as the Commission's first goal. The goal would be that children live free from abuse, neglect and violence.
- The Commission received an update on strategic planning.

##### b. Appoint Committee Member to attend July 22, 2009 SCFFC Meeting

No member immediately volunteered to attend the July 22, 2009 SCFFC meeting. A follow up email and/or telephone call to the absent members will be made to see who can attend.

#### 5. Special Opportunity Program Update: *Weaving Language* – Shasta Head Start, Renee Menefee

Renee Menefee, Shasta Head Start, presented a power point presentation regarding the *Weaving Language* program. The program was originally funded as a Special Opportunity grant by First 5 Shasta in the spring of 2006. During this year's Federal Review of Shasta Head Start, the *Weaving Language* program was highly praised as a strength area. *Weaving Language* is a language enhancement program for children whose primary language is not English. Last year, Shasta Head Start served 146 bi-lingual children. She explained that the *Weaving Language* program is not only geared to help children learn and speak English, it also helps children to continue to develop their primary language. Ms. Menefee stressed the importance of children using their primary language to communicate with family and friends. She related that *Weaving Language* kits have been distributed to each Head Start Center. Each kit contains monthly theme lessons, storybooks in English and Spanish, key vocabulary words, environmental material suggestions, follow-up activities, and parent activities. In using the program, the children are given lots of practice with the new words. Ms. Menefee gave an overview of a lesson. She then stated that Head Start is currently working on developing the infant/toddler *Weaving Language* program and would again seek First 5 funding.

## **6. Strategic Planning**

### **a. Receive Update on Process**

Liz Poole provided an update on the current strategic planning process. Staff has been meeting regularly to put together timelines. The Community Input process is moving forward. A survey was sent out to approximately 300 people on First 5 Shasta's database asking them to prioritize a set of ten objectives. Amy Pendergast asked if she could forward the survey and was told to go ahead. Ms. Poole further commented that the Commission will be looking at the survey results at the July SCFFC meeting. The Commission will also be reviewing the objectives, the vision, and the mission at the July meeting.

### **b. Prioritize Objectives**

Liz Poole stated that attention is being focused on refining the objectives around Goal 2 objectives (children are healthy and ready to learn). She then passed out handouts relating to these First 5 Shasta objectives and to related data surrounding the impact and incidence in Shasta County (copies of handouts on file). The committee discussed several of the objectives. Ms. Poole then asked each committee member to pick his/her top five priority objectives. Ms. Poole again commented that the Commission will discuss prioritization of the objectives at the July SCFFC meeting.

### **c. Discuss Approach to Gathering Community Input**

Liz Poole reiterated Community Focus Groups will be convened to help provide input. She further stated that the groups would probably be focused on 3 to 5 topic areas, such as mental health, violence prevention, and early care and education. Ms. Poole then asked the committee for ideas for other possible topics and/or organizations and individuals to participate. The following ideas were discussed:

- Many members thought physical health would make a good topic. This would also include nutrition. WIC could be asked to participate.
- One suggestion was to convene a business focus group in order to keep educating employers about the importance of early childhood.
- Additional suggestions were to invite pediatricians, a pediatric dermatologist, and/or retired pediatricians to a focus group.
- It was also suggested to speak with the Shriners' organization.
- Kindergarten teachers could provide information on what children are lacking when entering kindergarten, such as social skills. Preschool teachers may also be able to provide needed input.

## **7. Consider Cancellation of August Advisory Committee Meeting (ACTION ITEM)**

Liz Poole reminded the committee that the next Advisory Committee meeting is scheduled for August 11, 2009. She further related that the staff will be in the middle of the community input process at that time. Therefore, Ms. Poole asked for a consideration

to cancel the August meeting. It was unanimously decided that the August 11, 2009 Advisory Committee meeting would be cancelled. The next meeting will be held September 8, 2009.

**8. Evaluation Committee Report**

Liz Poole provided several highlights from the last Evaluation Committee meeting. Clarification and solidification of evaluation vocabulary were discussed. The Committee looked at current evaluation reports and discussed concerns and needs in reporting. Ms. Poole related that the Evaluation RFA was processed and applications have been received. The next step is a paper-based review and then approximately 4 applicants will be interviewed. From the interviews, one to four evaluators will be hired.

**8. Director's Report**

None.

**9. Reports from Committee Members**

None.

Respectfully submitted by:

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Lillian Brown, Office Assistant