



**The Shasta Children and Families First Commission**

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www.First5Shasta.org

**ADVISORY COMMITTEE**

**Adopted Meeting Minutes – September 9, 2008**

**Attending Advisory Committee Members:**

Barbara Lapp  
Jane Nelson  
Kristi Osborn  
Frank Sauer  
Susanna Sibilsky  
Tara Swanson  
Dorothy Tello

**Staff:**

Muffy Berryhill  
Lillian Brown  
Elizabeth Poole

**Audience:**

Anna Diaz, April Carlton, Margie Valdivia, Child Abuse Prevention Coordinating Council

**1. Welcome/Introductions**

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

**2. Public Comment**

No comments were made.

**3. Approval of August 12, 2008 Advisory Committee Minutes**

The Committee reviewed the minutes from August 12, 2008. Frank Sauer moved to approve the minutes. Tara Swanson seconded the motion.

**The minutes were unanimously approved.**

**4. SCFFC Meeting**

**a. Report from August 27, 2008 SCFFC Meeting**

- The Commission renewed the contract with Health Improvement Partnership (HIP).

- The Commission awarded a contract to Bailey Data Management. The contract will be considered for approval at the September 24, 2008 Commission meeting.
- Cornucopia Enterprises was also awarded a contract by the Commission. The full service advertising company will be picking up, creating, and placing the continuation of the *Little Investments Big Return* campaign. The contract will be considered for approval at the September 24, 2008 Commission meeting.
- Duerr Evaluation Resources presented a final evaluation report for the Smart Business Resource Center's Employer Outreach Project.
- The Commission discussed proposed results evaluation questions for the Initiative to Decrease Early Childhood Exposure to Violence projects.
- The Commission received an update on two Oral Health Projects. One update was provided by Shasta County Public Health, the *Healthy Smiles* program. Hill Country Community Clinic also provided an update on their program in the Intermountain area.
- The Commission received a listing of First 5 Shasta's Priority Objective and Support Objectives. (copy of handout on file)
- The Commission reviewed the final 2007-08 Budget.
- The Commission expressed appreciation to Commissioner Barbara Howell, who is retiring. The position on the Commission will remain vacant until there is a permanent replacement at the Department of Social Services.

**c. Assign Committee Member to Attend September 24, 2008 SCFFC Meeting**

Kristi Osborn volunteered to attend the September 24, 2008 Commission meeting.

**5. Confirm Review Team, Family Child Care Special Opportunity Grant**

Muffy Berryhill discussed the composition of the Family Child Care Special Opportunity Grant Review Team. Four committee members and two staff will serve as reviewers, with Muffy Berryhill serving as facilitator. The review team holds award authority for this round.

**6. Program Update: Parent Partners, Child Abuse Prevention Coordinating Council**

Muffy Berryhill introduced Anna Diaz, Parent Partners Program Coordinator, with the Child Abuse Prevention Coordinating Council. Ms. Diaz introduced April Carlton and Margie Valdivia, who are also Parent Partners, and she distributed Children First Parent Partner program brochures. (copy on file) Muffy related that the Parent Partner program is a long term project for First 5 Shasta. The concept for the program originated in 2001

through Shasta County Public Health. The contract for the current program was recently renewed for another 2 years. Ms. Diaz related the program helps families with children under the age of 3, and pregnant women, get connected to resources. This last year, the program had 93 self referrals, and approximately 200 referrals from community agencies. The program has served approximately 150 families in the last year, including homeless pregnant teenagers and victims of domestic violence. Their current goal is to serve 300 families. The purpose of the program is to support families and to help them connect to resources. Routinely, the Parent Partners work with families for a four-month period. Ms. Diaz stated that Parent Partners are AmeriCorps volunteers, who are paid a monthly stipend. Each Parent Partner is assigned to a specific geographic area throughout the county. The program operates with First 5 funding and draws Targeted Case Management/Medi-Cal match (TCM): for every dollar received from First 5 Shasta, the program receives \$.50 from Medi-Cal. Ms. Diaz stated there is currently a wait list, which will be eliminated when the four newly- hired Parent Partners are fully trained. Pregnant women do not wait more than a week for services. The program is client driven and offers motivational engagement. Evaluation results for the program are goal tracking and tracking of referrals.

#### **7. Overview of PREVENT Child Maltreatment Institute**

Muffy Berryhill stated the PREVENT Institute at Chapel Hill has chosen the Shasta County team to represent California. The six representatives from Shasta County are Marta McKenzie, Kathey Kakiuchi, Nancy Bolen, Maxine Wayda, Muffy Berryhill, and Betty Futrell. A tentative project outline was prepared prior to being accepted to participate. Upon returning, the team will work on their individual project. The team will be assigned a coach, who will check in on their progress at least once a month. The team's project will focus on aligning First 5 Shasta, the Mental Health Service Act Prevention and Early Intervention and other plans focused on the prevention of early exposure to violence.

#### **8. Consider Rescheduling November 11 Advisory Committee Meeting**

Muffy Berryhill related that November 11, 2008 is a holiday, conflicting with the Advisory Committee meeting. An email will be sent to all Advisory Committee members to assess whether November 18<sup>th</sup> or December 2<sup>nd</sup> is better as a meeting date.

#### **9. Discuss Committee Membership**

Muffy Berryhill stated that Joyce Gardner, a licensed therapist, who works for the Enterprise School District, has expressed interest in serving as a member of the Advisory Committee. Ms. Gardner formerly coordinated the Shasta County Victim/Witness program. The committee requested Ms. Gardner submit a letter of interest.

#### **10. Executive Director Report**

Muffy Berryhill related that Jolene Thomas' father had passed, which is why she was absent from the meeting.

Muffy Berryhill revealed that Healthy Shasta's Walk This Way free event is scheduled for October 4, 2008 at Turtle Bay. (copy of postcard on file)

Muffy Berryhill noted that First 5 Shasta adapted the School Readiness image that was discussed at the last committee meeting. The image is available for viewing on the First 5 Shasta website and will be used in the School Readiness newsletter.

**11. Reports from Committee Members**

Dorothy Tello related that the Commission expressed their appreciation for the work of the Advisory Committee.

Barbara Lapp commented that the Record Searchlight had recently published the current API (Academic Performance Index) scores. She also noted that Rother Elementary School and Cypress Elementary School, which are First 5 Shasta School Readiness sites, had made marked improvements.

Respectfully submitted by:

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Lillian Brown, Office Assistant