

SHASTA CHILDREN AND FAMILIES FIRST COMMISSION

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Adopted Minutes

January 27, 2010

Location: Shasta Children & Families First Commission Office
1135 Pine Street, Suite 21, Redding, CA

1. Call to Order by Jennifer Moranda, Chair at 3:04 p.m.

Introductions of those present were made as follows:

Commissioners:

Jennifer Moranda
Barbara Lapp
Judie Englesby-Smith
Maxine Wayda
Andrew Deckert (arrived at 3:50 p.m.)
Jane Wilson

Advisory Committee: Frank Sauer

Staff: Muffy Berryhill, Executive Director
Kris Nichols, Office Manager
Linda Wright, Contract Coordinator
Elizabeth Poole, Associate Director
Jennifer Snider, Special Projects Coordinator

Audience members included the following:

Susan Thompson, Northern Valley Catholic Social Service; Kathey Kakiuchi, Romi Uribe, Shasta County Public Health; Rachel Sax, Steven LaFrance, LFA Group; Rachelle Neal, Shasta Child Abuse Prevention Coordinating Council; Harold Carlson, Shasta Community Health Center.

2. Public Comment Period - Members of the public are entitled under the Brown Act (Government Code Section 54950 ET seq) to address the Commission on any matter within the Commission's subject matter jurisdiction. The Act prohibits the Commission from taking action or discussing the item unless it is already on the agenda.

No public comment given.

3. Consider Approval of Minutes of December 2, 2009 SCFFC meeting - **Action Item**

Moved/Seconded: Lapp/Smith to approve December 2, 2010 minutes SCFFC meeting.

Ayes: Lapp, Smith, Wilson, Moranda, Wayda

Nays: None **Motion:** Approved

4. Consider Approval of Contract with Shasta Family YMCA for Transition Funding, *Raising A Reader* – **Action Item**

Muffy Berryhill reviewed the staff report for the transition funding contract with Shasta Family YMCA, *Raising A Reader* (copy attached to minutes).

Moved/Seconded: Smith/Wayda to approve Contract with Shasta Family YMCA for Transition Funding, *Raising A Reader* program, to expend up to \$24,405, contract term January 1, 2010-June 30, 2011.

Ayes: Lapp, Smith, Wilson, Moranda, Wayda

Nays: None **Motion:** Approved

5. Consider Approval of Evaluation Design: *Young Fathers on Probation Program* – **Action Item**

Muffy Berryhill reviewed the staff report on the Evaluation Plan for the Shasta County Probation Department-*Young Fathers Caseload* (copy attached to minutes). The evaluation plan was designed with Shasta County Probation staff, First 5 staff and the LFA Group. The Evaluation Committee recommends approval of the design. Berryhill directed focus to the research questions and outcomes.

Commissioners asked questions regarding the tools for psychological and behavioral engagement. LFA reported that the most challenging tasks will be to measure indicators of parenting behaviors on non-custodial parents. Jane Wilson asked what the case notes will look like. Liz Poole responded that Shasta County Probation is currently developing a database for the data and currently has a method for recording that information until the database is completed.

Moved/Seconded: Lapp/Wilson to approve the Evaluation Plan for the Shasta County Probation Department, *Young Fathers Caseload*.

Ayes: Lapp, Smith, Wilson, Moranda, Wayda

Nays: None **Motion:** Approved

6. Discuss Governor Schwarzenegger Budget Proposal to Divert Prop 10 Funding

Muffy Berryhill reported that Proposition 10 (funding for First 5 Shasta) is included in a proposed ballot measure in the Governor's proposed budget for 2010-2011. The proposal would divert more than \$1.5 billion from Proposition 10 to the State General Fund over the next 5 years. The Commission directed Berryhill to submit a letter to local legislators opposing the proposal.

7. Discuss Plans for Future Program Investment

a. Receive Report from Program Committee

Berryhill reviewed the Program Committee Report from 12-15-2009 (copy attached to minutes). She highlighted the Committee's interest in convening existing providers in a coordinated community effort to reduce alcohol and substance abuse, particularly in the peri-natal stage. Wrap-around services and early engagement services were mentioned, along with including the Healthy Babies Alliance in the effort.

b. Consider Draft *Request for Applications*, Early Family/Child Mental Health Services

Berryhill reviewed the Goal 1 Investment Planning Worksheet (copy attached to minutes) that outlines possible distribution of funds available for new Goal 1 Investments. The potential portion for Early Family Mental Health is \$675,000 over three years.

The areas of interest recommended by the Program Committee for the RFA include families with social/emotional issues that could impair attachment, parents with chronic and persistent mental illness, and mothers with postpartum depression. These areas require varying levels of clinical interventions. Commissioners agreed that focus on this area is needed and directed staff to move forward in RFA development at the proposed \$675,000 level.

c. Discuss Interest in Renewal of *Parent Partners*

Berryhill reported that the current Parent Partner Program contract will end in June 2010. The program has become an integral component in current child abuse prevention efforts in the community. Berryhill stated that program evaluation reports for the Parent Partner Program have been consistently positive. Andrew Deckert stated that the Commission historically has been cautious not to become a sole sustainer of programs. Discussion ensued about Parent Partner's leveraging of TCM funds and use of Ameri-Corps members. Commissioners directed staff to pursue interest in renewal of CAPCC *Parent Partners* program.

d. Discuss Approach to Continued Oral Health Prevention and Early Intervention Efforts

Berryhill reported that current contracts with Shasta County Public Health and Hill Country Community Clinic contracts will end June 30, 2010. (Andrew Deckert recused himself from the conversation due to his employment with Public Health and left the room). Interest in this area is in providing fluoride applications, oral health screenings and other prevention activities. Commissioners directed staff to move forward with discussions with current grantees and other community providers regarding future oral health efforts.

e. Discuss Approach to Continuing Support for Tobacco Cessation

Muffy Berryhill would like input on addressing tobacco cessation, with a competitive approach to indentifying partners. There is approximately \$65,000 unspent from the previous contract with Shasta County Public Health for the *Just Breath* Program. Commissioners expressed the importance of staying invested in tobacco cessation and suggested identifying a provider and a program to address this issue.

8. Strategic Planning, 2010-2014

a. Review Draft Goals and Objectives

Muffy Berryhill reviewed the staff report on Strategic Planning, Goal and Objectives (copy attached to minutes). Berryhill noted recent changes in the Commission Goals and Outcome Objectives made since the last review.

b. Consider Proposed Indicators – Steven LaFrance, LFA Group

Commissioners reviewed the draft evaluation indicators for SCFFC outcome objectives. Andrew Deckert questioned whether the proposed indicators could be streamlined. Steven LaFrance, of LFA Group, offered that LFA will re-examine the indicators and attempt to reduce the number presented, prioritize them and possibly cross reference indicators that may be addressed in other areas.

Berryhill pointed out Indicator 2.4, *Increase access to and use of prevention and early intervention oral health services for young children and their families* and questioned whether any of the indicators could be eliminated. It was suggested that “fluoride applications” replace “fluoride varnish” in the outcome objective. After discussion Commissioners agreed to edit indicators keeping four regarding Oral Health as follows: 2.4c., *Increase in the knowledge and skills of health care and early care providers regarding oral health for young children*; 2.4d., *Increase in the number of primary care providers who include*

oral health screening and fluoride applications during well child visits; 2.4e., Increase in the number of children who access oral health screenings and fluoride applications or other preventative treatments; and 2.4f. Increase in the number of children with treated dental problems.

Berryhill reviewed Goal Three, *The community understands and values early childhood*. LaFrance recommended cross referencing indicators for service providers when previously included, and leaving the other indicators as presented. Andrew Deckert recommended editing proposed indicators to remove focus from First 5 Shasta programs and to direct focus the issues we address. Maxine Wayda suggested including strength-based language in indicators for the community to include preventative/protective factors.

Andrew Deckert suggested looking at the Strategic Plan as a 10-year plan. After discussion the Commission agreed that the Strategic Plan does not include short term issues to be addressed and agreed to a 10-year Strategic Plan.

c. Discuss Evaluation and Accountability – Steven LaFrance, LFA Group

Muffy Berryhill discussed the staff report from the January 6, 2010 Evaluation Committee Meeting (copy attached to minutes). Steven LaFrance reviewed the draft First 5 Shasta Evaluation Framework (copy attached to minutes). The document will be used as a guide to the Commission's intentions, approach, and planning regarding evaluation. An excerpt from the Evaluation Framework will be included in the Strategic Plan; the entire Framework will remain an internal document. Maxine Wayda suggested putting a link to the Framework on the First 5 Shasta website.

d. Discuss Draft *Strategic Plan* and Timeline for Adoption

Muffy Berryhill requested the Commission to review the draft Strategic Plan and contact her with any further suggestions. Berryhill would like to have the Goals and Outcome Objectives finalized to release with the Early Childhood Mental Health RFA. Berryhill asked the Commission for volunteers to review the final plan. It was suggested that the plan go into February's Commission meeting packet for review. Andrew Deckert suggested allowing more time for final approval.

9. Receive Update on Advisory Committee Structure

Muffy Berryhill discussed the need to restructure the Advisory Committee. New members are needed for the Committee and a broad recruitment will take place. The Committee will continue to participate on Commission standing committees, education and outreach planning, and reviewing applications for future program grants. Berryhill will send a copy of the recruitment to Commissioners for further circulation.

10. Appoint Members to SCFFC 2010 Officer Nominating Committee and Other Committees

Muffy Berryhill asked the Commission for volunteers to the Ad hoc Nominating Committee to consider Commission officers, Maxine Wayda and Barbara Lapp will serve on the Nominating Committee. Due to upcoming Committee meetings Berryhill asked Commissioners to confirm their involvement with the current Committees. Commissioners volunteered to remain on the current standing committees:

Advisory Committee: Barbara Lapp

Budget Committee: Judie Smith, Linda Hartman (will be contacted to confirm)

Evaluation Committee: Barbara Lapp, Judie Smith

Personnel Committee: Jane Wilson, Jennifer Moranda

Program Committee: Maxine Wayda, Andrew Deckert, Jane Wilson

The Advisory Committee will be asked for a representative to serve on the Budget and Program Committees.

11. Reports

a. Evaluation Committee-

Muffy Berryhill referred to the staff report (copy attached to minutes).

b. Advisory Committee-Frank Sauer

No further report given.

c. Director's Report

Muffy Berryhill reminded Commissioners of the Kyle Pruett seminar on February 10, 2010. First 5 California has determined their legacy programs: CARES will be revised; the School Readiness program will no longer be a match program; and the Kits for New Parents will be downsized with full Kits to be available for hard to reach families and electronic versions accessible for others.

d. Commissioner Reports-

No report given.

12. CLOSED SESSION ANNOUNCEMENT

Commissioners met in a closed session meeting on December 18, 2010 to discuss the Executive Director's contract. Jennifer Moranda, Jane Wilson, Andrew Deckert, Judie Englesby-Smith, and Barbara Lapp were present. Action to enter into a two-year contract with Muffy Berryhill was approved.

Meeting adjourned: 5:09 p.m.

Next regular meeting scheduled: Wednesday, February 24, 2010, 3:00 p.m.

Respectfully submitted,

Kris Nichols,
Office Manager
First 5 Shasta