

SHASTA CHILDREN AND FAMILIES FIRST COMMISSION

1135 Pine Street, Suite 21, Redding, CA 96001

(530) 229-8300
admin@first5shasta.org
www.first5shasta.org

Adopted Minutes
June 24, 2009

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

1. Call to Order by Jennifer Moranda, Chair at 3:02 p.m.

Introductions of those present were made as follows:

Commissioners: Maxine Wayda
Jennifer Moranda
Barbara Lapp
Jane Wilson
Judie Englesby-Smith
Linda Hartman
Andrew Deckert (arrived at 4:04 p.m.)

Advisory Committee: Susanna Sibilsky

Staff: Muffy Berryhill, Executive Director
Kris Nichols, Office Manager
Linda Wright, Contract Coordinator

Audience members included the following:

Susan Thompson, Northern Valley Catholic Social Service; Elena Norman, Shaylene Herndon, Guadalupe Orozco, Lynn Dorman, Cindy Dodds, Tri County Community Network; Kathey Kakiuchi, Shasta County Public Health; Kat Lowrance, Rowell Family Empowerment of Northern California; Anna Diaz, Child Abuse Prevention Coordinating Council; Celso Paler, Knights of Columbus.

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.

Kat Lowrance from Rowell Family Empowerment of Northern California commented that due to recent state cut backs, funds for deaf and hard of hearing babies will be increasingly unavailable. Muffy Berryhill requested ideas and suggestions from Lowrance for possible future resources.

3. Consider Approval of Minutes of May 6, 2009 SCFFC meeting – **Action Item**

Moved/Seconded: Smith/Wilson to approve Minutes of May 6, 2009 SCFFC meeting.

Ayes: Moranda, Wayda, Lapp, Wilson, Smith **Abstained:** Hartman **Nays:** None **Motion:** Approved

4. Update on Strategic Planning

- a. Planning Process, Community Input and Timelines

Muffy Berryhill reviewed the proposed timeline on Strategic Planning 2010-14 (copy attached to minutes). The Commission will be involved in the process at monthly meetings and the Advisory Committee will be asked for input throughout the process. The Commission will be reviewing vision, mission, operating principles, resource allocation plans and supplementation language.

Berryhill discussed community input and asked what would be helpful for the Commission. Commissioners expressed interest in community perspectives regarding our reach, resource allocation plans and strategies for meeting our objectives. Select focus groups could be convened and an electronic survey was suggested for consideration.

- b. Proposed Format

Berryhill proposes stream-lining the plans’ discussion of demographics, SCFFC’s funding history and organizational structure. Reference to our website will be included where our funding history is posted. Jane Wilson commented that our county seems to be hit more severely economically than others raising the county risk factors and that inclusion of this information would be helpful.

Berryhill reviewed the Strategic Planning handout of proposed goals and objectives (copy attached to minutes). Commissioners discussed the current goal 4, “policies and funding resources are focused on children 0-5”, and agreed that it reflects a strategic approach to how we will address objectives and that it could be included there. Commissioners reviewed goal 3 regarding education and outreach and its objectives. Maxine Wayda asked whether this also reflects our approach or strategy to addressing objectives. This will be discussed again.

- c. Consider Narrowing Down *Non-Priority* Objectives

Berryhill reviewed the objectives listed in goal 2 and reminded Commissioners of their interest in narrowing these for greater focus. Jane Wilson suggested that input could be sought from the community to help with this. It was agreed that Berryhill will survey Commissioners by email and bring the results to the July meeting.

d. Discuss Application of Special Opportunity Grants

Discussion on this item was waived for a future meeting.

5. Receive/Discuss Program Committee Report

Muffy Berryhill reviewed the Program Committee minutes from June 5, 2009 (copy attached to minutes), and highlighted the following items:

- a. *Bright Futures*
- b. Education and Outreach
- c. *Fathers on Probation*

6. Consider Award to Tri County Community Network, *Bright Futures Program* – **Action Item**

Muffy Berryhill reviewed the staff report for a contract with the *Bright Futures Program* (copy attached to minutes). Berryhill stated that the proposed two year contract addresses SCFFC's priority objectives related to decreasing early childhood exposure to violence. The two year budget totaling \$190,018 includes Family Advocates participating as Ameri-Corps members. The Project Manager and full-time Family Advocate will begin work on July 1st with the remaining Family Advocates starting August 16th for the Ameri-Corps training period.

Berryhill reported that the newsletter editor was not included in the budget and asked whether this needs to be added back in. Commissioners chose not to increase the Bright Futures budget for newsletter costs. Cindy Dodds discussed the increased need in the Eastern part of Shasta County for services and how the revised program will be a continuing foundation in the area. Andrew Deckert expressed appreciation for the services being provided. He also requested that an automatic renewal clause not be included in the contract.

Moved/Seconded: Deckert/Hartman to approve award to Tri County Community Network, *Bright Futures Program*.

Ayes: Moranda, Wayda, Lapp, Wilson, Smith, Deckert, Hartman **Nays:** None **Motion:** Approved

7. Discuss First 5 *Safety Net* Support

Muffy Berryhill discussed the impact of the budget crisis on families and reviewed some of the services being threatened: *Bridges to Success*, mental health consultation services at Early Childhood Services; pregnant and parenting teens program (TAPP); maternal, child, adolescent health (MCAH) services; preventive oral health services at Public Health; differential response services at Children and Family Services (CFS); domestic violence shelter services; state funded preschools and child development programs; *Healthy Families* insurance; overall county infrastructure.

Berryhill discussed the possibility of First 5 Shasta offering safety net or emergency funding for serving 0-5 year old children. Berryhill would like to see the Commission maximize the impact of our funding by building on local partnerships and leveraging other resources. Andrew Deckert commented that with First 5 Shasta's limited funding, support needs to address threatened systems as well as services. He suggested that perhaps the Commission could assign a percentage of funding as emergency funding and noted that a process ensuring an even playing field would be needed. Discussion continued regarding issues of supplantation.

Kat Lowrance commented that funds from the American Recovery Reinvestment Act may be available to the community.

8. Receive Update on PREVENT Team

Muffy Berryhill reported that the Team has crafted its vision statement and goals. Stakeholders and key messages have been identified. Next steps are to develop the strategic framework and engage community stakeholders in the process.

9. Review Third Quarter 2008-09 SCFFC Budget Report and Administrative Expenditures Report

Kris Nichols reviewed the 3rd Quarter SCFFC Budget Report (copy attached to minutes).

10. Consider Adoption of 2009-10 SCFFC Budget – **Action Item**

Muffy Berryhill reviewed the 2009-2010 SCFFC Proposed Budget (copy attached to minutes). Berryhill commented that there may be an adjustment for Triple P funds included in the Education and Outreach program.

Moved/Seconded: Lapp/Smith to adopt 2009-2010 SCFFC Budget.

Ayes: Moranda, Wayda, Lapp, Wilson, Smith, Deckert, Hartman **Nays:** None **Motion:** Approved

11. Consider Adoption of 2009-14 Long-Range Financial Plan – **Action Item**

Muffy Berryhill reviewed the 2009-2014 SCFFC Long Range Financial Plan (copy attached to minutes).

Moved/Seconded: Hartman/Wayda to adopt 2009-2014 SCFFC Long Range Financial Plan.

Ayes: Moranda, Wayda, Lapp, Wilson, Smith, Deckert, Hartman **Nays:** None **Motion:** Approved

12. Reports

a. Advisory Committee Report-Susanna Sibilsky

Susanna Sibilsky reported on the May 12, 2009 and June 9, 2009 Advisory Committee meetings.

b. Director's Report

Muffy Berryhill reviewed the Directors Report and distributed contract overviews of the new Special Opportunity contracts being expected (copies attached to minutes). Berryhill noted that the contract for early childhood behavior coaches was postponed due to budget cuts at Shasta County Office of Education.

c. Commissioner Reports

Judie Smith reported that Early Head Start will receive federal funding for expansion and improvements.

Meeting adjourned: 5:09 p.m.

Next regular meeting scheduled: **Wednesday, August 26, 2009, 3:00 p.m.**

Respectfully submitted,
Kris Nichols,
Office Manager
First 5 Shasta