

**SHASTA CHILDREN AND FAMILIES FIRST COMMISSION**

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**Adopted Minutes**  
July 22, 2009

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

**1. Call to Order by Jennifer Moranda, Chair at 3:00 p.m.**

Introductions of those present were made as follows:

Commissioners:

Jennifer Moranda  
Barbara Lapp  
Jane Wilson  
Judie Englesby-Smith

Staff:

Muffy Berryhill, Executive Director  
Kris Nichols, Office Manager  
Linda Wright, Contract Coordinator  
Elizabeth Poole, Associate Director

Audience members included the following:

Liz Crain, Shasta College Student; Susan Thompson, Cathy Wyatt, Northern Valley Catholic Social Service; Brian Richart, Chelsey Chappelle, Shasta County Probation Department; Frank Sauer, First 5 Shasta Advisory Committee; Jeannie Jacobs, Carol Nye, Shasta County Office of Education; Luke McClellan, Community Member; Rachelle Neal, Anna Diaz, Betty Futrell, Child Abuse Prevention Coordinating Council; Terri Fields Hosler, Shasta County Public Health

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 made.

3. **Consent Agenda**– Items are expected to be routine and non-controversial. They will be acted upon at one time without discussion. Any Commission member or interested person may request removal of an item from the Consent Agenda for discussion later on the agenda – **Action Item**
  - a. Consider Approval of Minutes of June 24, 2009 SCFFC meeting
  - b. Consider Approval of Contract with Tri County Community Network, *Bright Futures: Strengthening Families Program, \$190,018, July 2009-June 2011*

**Moved/Seconded: Lapp/Wilson** to approve SCFFC Consent Agenda.

**Ayes:** Moranda, Lapp, Wilson, Smith

**Nays:** None **Motion:** Approved

4. Consider Award of Contract to Shasta County Probation Department, *Young Fathers Caseload, \$246,881, September 2009- June 2012* – **Action Item**

Muffy Berryhill reviewed the staff report for the proposed Shasta County Probation Department, *Young Fathers Caseload* program (copy attached to minutes). The program consists of a dedicated probation caseload, risk assessment and case management for young fathers with children ages 0-5 and a 13 week mandatory parenting education class. The Nurturing Father Curriculum will be a condition of probation and the Probation Department will partner with Children and Family Services to assist with caseload statistical analysis and research.

The total contract amount to the Probation Department is \$246,881 with an estimated \$8,000 one-time provider training and program material costs that will be covered separately by First 5 Shasta. Brian Richart and Chelsey Chappelle from the Shasta County Probation Department addressed questions from the Commission. A concern for the program is future sustainability. Liz Poole commented that the parenting component of the program is provided through community-based clinical providers who will be paid by the probationer. This component could continue regardless of the future continuation of a dedicated caseload. If the program is as successful as anticipated, it will be well-positioned for other grant funding or funding by the Department.

Chelsey Chappelle commented that they are working on a risk assessment tool for the future caseload and that probationers involved in high risk felonies will not be involved in the program. Chappelle reported that a possible 60 to 80 probationers may be on the caseload.

**Moved/Seconded: Smith/Lapp** to approve Contract for Shasta County Probation Department, *Young Fathers Caseload, \$246,881, contract term September 2009-June 2012.*

**Ayes:** Moranda, Lapp, Wilson, Smith

**Nays:** None **Motion:** Approved

5. Discuss Extension of *Healthy Pathways for Infants Program*

Muffy Berryhill discussed extending the current program with Northern Valley Catholic Social Service, *Healthy Pathways for Infants Program*. The current contract ends September 30, 2009. Clients served by this program align with the Commission's current goals and objectives for mental health services. Berryhill reported that a 6-month extension would cost up to \$125,000; these funds could come from the committed priority objective funds set aside by the Commission in the Long Range Financial Plan or from the Commission balance. Berryhill asked whether the Commission would consider this extension to allow early mental health services to be provided while First 5 and other community partners consider, develop and/or solicit other early mental health services.

After discussion Commissioners agreed to review a proposal at the next Commission meeting. Judie Smith requested that a financial plan be included, allowing Commissioners to review the impact of this proposal and other recent investments on priority and non-priority funding set aside for programs.

6. Strategic Planning

a. Review Statements of Goals and Objectives

Muffy Berryhill reviewed the draft of the Strategic Plan Goals and Objectives (copy attached to minutes). Berryhill reviewed the current wording in Goal 2 and asked for input on the wording: "Children are healthy and ready (eager) to learn". Comments from Commissioners and the audience regarding the word "eager" in the objective were positive. Berryhill reminded Commissioners that the current Goal 4 (Community policies and funding resources are focused on children 0-5) is recommended for inclusion in the resource allocation plan or operating principles.

b. Discuss Goal 2 Objectives

Muffy Berryhill reviewed the staff report prioritizing Goal 2 Objectives (copy attached to minutes). Berryhill discussed that in an effort to reduce the number of objectives in Goal 2 the eleven objectives were sent to Commissioners, the Advisory Committee, the Infant Mental Task Force, and to 300 people in an electronic survey. Berryhill reported that the three of the eleven objectives that received the least support were; *increase duration of breastfeeding, decrease the rate of childhood anemia and increase the number of parks & recreational activities age appropriate for children 0-5*. It was suggested that the two objectives *increase access to prevention and early intervention oral health services and decrease incidence of dental caries in young children*, be combined into one objective. The Commission agreed to consider moving the three objectives that received the least amount of votes off of the next draft list of objectives and to collapse the two oral health objectives.

c. Consider Revision of SCFFC Vision and Mission Statements

Muffy Berryhill reviewed the staff report regarding First 5 Shasta's draft revision of the vision statement, mission statement, operating principles and principles on equity (copy attached to minutes). One suggestion was to add the word "families" in the vision statement. After discussion it was decided that the focus on "nurturing relationships" was inclusive.

d. Review Operating Principles and Principles on Equity.

The Commission discussed the wording in the operating principles that focuses on the first three years of a child's life and suggested dropping the reference while maintaining the emphasis on early brain development in children. These principles will be reviewed again in August.

e. Update on Planning Process and Community Input

Tabled for discussion at a future date.

7. First 5 Shasta *Safety Net* Support(s)

a. Discuss Impact of Budget Crisis on Local Programs Serving Young Children and Families

Muffy Berryhill reviewed the staff report outlining the proposal for temporary funding to grantees serving families who have been impacted by the current economic difficulties (copy attached to minutes). Berryhill noted some of the agencies in Shasta County that serve 0-5 year children, the funding cuts they are facing, and the impact on families.

b. Update on Revisions of Current SCFFC Contracts

Muffy Berryhill reported that some grantee work plans are being revised, adjusting to emergent needs in programs that are impacted by state budget cuts.

c. Discuss Staff Proposal for Offering Temporary Supports

Muffy Berryhill outlined the proposed Request for Application (RFA) for temporary funding. Berryhill suggested redirecting the allocation for fiscal year 2009/10 Special Opportunity funds of \$100,000 and adding \$100,000 from the First 5 Shasta general operating fund for the temporary support program. The suggested grant contract term is 7-9 months with award amounts of \$25,000-\$75,000.

An RFA would be released on August 12, 2009, due back on September 2, 2009. Berryhill requested comments from the Commission and the audience regarding the temporary support proposal. Discussion touched on program sustainability, definition of supplantation and application turnaround time. Commissioners discussed the approach to First 5 Shasta Temporary Support funding and agreed to have staff solicit and review applications and submit their recommendations for funding. Berryhill confirmed that staff will review the applications received and make recommendations for funding to the Commission in September.

d. Discuss Support for MRMIB, *Healthy Families*

Muffy Berryhill reported that MRMIB funding has been cut at the state level. Berryhill asked whether First 5 Shasta would consider continued funding of Healthy Families if local Commissions were requested to do so. Discussion ensued about supplantation, sustainability and the large investment needed over time. After discussion the Commission expressed that it is not in favor of continuing funding for Healthy Families.

8. Reports

a. Evaluation Committee Report

Muffy Berryhill reported on the Evaluation Committee which met on July 2, 2009. The Committee continued to work on the glossary, report format and discussed the strategic planning goals and objectives (copy of minutes attached). Eight applications were received for the evaluation contractor contract(s). The Committee will engage in the review process and offer its recommendation of evaluation contractor(s).

b. Advisory Committee Report

No report given (copy of minutes attached).

c. Director's Report

Copy of Director's Report attached to minutes.

Muffy Berryhill reported that she and Kelly Salter from The McConnell Foundation will meet with the YMCA CEO to discuss sustainability of the Raising a Reader program.

d. Commissioner Reports

No comment given.

Meeting adjourned: 5:00 p.m.

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

Respectfully submitted,  
Kris Nichols,  
Office Manager  
First 5 Shasta