

SHASTA CHILDREN AND FAMILIES FIRST COMMISSION

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Adopted-Corrected Minutes
August 26, 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
Maxine Wayda (arrived at 3:12 p.m.)
Andrew Deckert

Staff:

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

Audience members included the following:

Susan Wilson, Linda McBride, Health Improvement Partnership; Susan Thompson, Northern Valley Catholic Social Service; Allyson Harris, Shasta Women's Refuge; Anna Diaz, Child Abuse Prevention Coordinating Council.

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 comments were offered.

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 July 22, 2009 SCFFC meeting
 - b. Consider Approval of Contract with Shasta County Probation Department, *Young Fathers Caseload* - \$246,881, September 1, 2009-June 30, 2012

Moved/Seconded: Lapp/Smith to approve SCFFC Consent Agenda.

Ayes: Moranda, Lapp, Wilson, Smith

Nays: None **Abstain:** Deckert **Motion:** Approved

Commissioner Wayda arrived at 3:12 p.m.

4. Consider Approval of Contract Extension for *Healthy Pathways for Infants Program*, Northern Valley Catholic Social Service, October 1, 2009-March 31, 2010, \$92,100 – **Action Item**

Muffy Berryhill reviewed the proposed contract extension for Northern Valley Catholic Social Service, *Healthy Pathways for Infants Program*, new contract term October 1, 2009-March 31, 2010 for \$92,100 (copy attached to minutes). Berryhill reported that the *Healthy Pathways for Infants* program has served 120 families in the last 20 month evaluation period. Berryhill pointed out that the program meets the Commission’s current 2005-2009 objectives to: 1) decrease impaired attachment; and 2) decrease maternal depression. The program also addresses the priority objective to increase access to mental health services. Currently this is the only relationship-focused clinical program for infants, toddlers, and families in Shasta County. Discussion focused on the program’s results evaluation (Executive Summary attached to minutes) report that demonstrates consistent positive results in addressing clinical depression, parent infant relationships, and improvement in child diagnoses.

If approved, Berryhill asked the Commission whether this contract would be drawn from Priority Objectives (uncommitted) funds and Commissioners determined they would.

Moved/Seconded: Lapp/Wilson to approve the Contract Extension for Healthy Pathways for Infants Program, Northern Valley Catholic Social Service, \$92,100, October 1, 2009-March 31, 2010 and allocate funds from the Priority Objective (uncommitted) budget line item.

Ayes: Moranda, Lapp, Wilson, Smith, Wayda, Deckert

Nays: None **Motion:** Approved

5. Consider Approval of 2009-10 SCFFC Budget Revision – **Action Item**

Commissioners reviewed the 2009-10 SCFFC Budget Revision (copy attached to minutes). Muffy Berryhill suggested the budget revision be modified to reflect the Northern Valley Catholic Social Service program *Healthy Pathways for Infants* contract extension amount of \$92,100 (approved above) from the Priority Objective (uncommitted) line.

Moved/Seconded: Wayda/Smith to approve 2009-2010 SCFFC Budget Revision with a modification to include the *Healthy Pathways to Infants* contract extension of \$92,100 from the Priority Objective (uncommitted) line item.

Ayes: Moranda, Lapp, Wilson, Smith, Wayda, Deckert

Nays: None **Motion:** Approved

6. Health Improvement Partnership (HIP)

a. Consider Termination of 2008-2011 Contract – **Action Item**

Muffy Berryhill explained that SCFFC has been an original sponsor of the Health Improvement Partnership (HIP) which promotes the 40 Developmental Assets in Shasta County. The current contract term is for three years, 2009-10 being the second year, with a payment of \$10,000 annually. A caveat of the contract is that First 5 Shasta will evaluate the stability of the organization each year and the role of SCFFC as a sponsor. Due to the poor economy many of HIP's sponsors are unable to contribute to the agency. Berryhill recommended cancelling the current contract and establishing a new contract that specifies the use of First 5 Shasta funding specifically for 0-5 year old children.

Moved/Seconded: Deckert/Lapp to terminate 2008-2011 HIP Contract.

Ayes: Moranda, Lapp, Wilson, Smith, Wayda, Deckert

Nays: None **Motion:** Approved

b. Consider Approval of 2009-2011 Contract, \$20,000 – **Action Item**

Muffy Berryhill discussed the terms of a new contract with Health Improvement Partnership. If approved the new grant term would be for two years, at \$10,000 per year. Berryhill added that there will be a change in the scope of work to reflect specific work on behalf of 0-5 year old children.

Moved/Seconded: Deckert/Lapp to approve 2009-2011 HIP Contract, \$20,000.

Ayes: Moranda, Lapp, Wilson, Smith, Wayda, Deckert

Nays: None **Motion:** Approved

7. Discuss Desired Results for *Bright Futures: Strengthening Families Program*

Muffy Berryhill reviewed the Bright Futures: Strengthening Families program work plan (copy attached to minutes). Berryhill pointed out that due to the structure of Ameri-Corps, Bright Futures Family Advocates will be available fewer hours throughout the contract period. Commissioners accepted the work plan as presented.

8. Discuss SCFFC Interests for Future Evaluation Efforts

Muffy Berryhill reported that a recommendation for a new evaluation contractor has been formulated and will be considered by Commissioners at their September meeting. Berryhill requested input from the Commission regarding their evaluation expectations. Maxine Wayda commented that the Kindergarten Study was helpful in setting a baseline for children and their possible issues and needs. Jane Wilson commented that having pre and post test data is helpful. Barbara Lapp stated that it was helpful to receive personal stories about the families served by programs. Berryhill mentioned that the Evaluation Committee suggested increasing use of an evaluation perspective into the SCFFC strategic plan. Andrew Deckert expressed interest in capturing the lessons learned in all programs, and that he would like to focus on fidelity to evidence based practice when appropriate. He also noted evaluation is an important way to communicate SCFFC work to community policy makers. Judie Smith remarked that she like to see the evaluator present the results at the Commission meetings.

Berryhill asked the Commission for evaluation report formatting suggestions. Interest was expressed in Executive Summaries that include policy recommendations when applicable and inclusion of graphics. Discussion ensued about developing materials for the community relating the impact of First 5 Shasta investments.

9. Strategic Planning

a. Revise Timeline

Muffy Berryhill reviewed the strategic plan draft (copy attached to minutes). Berryhill requested that the timeline be revised allowing for a release date in March or April 2010, to allow for inclusion of SCFFC evaluation framework, developed with assistance from the evaluation contractor.

Commissioners agreed with the revised timeline and expressed comfort with even a later release if necessary.

b. Review Statements of Vision, Mission, Goals and Objectives

Muffy Berryhill reviewed the Vision, Mission, Goals and Objectives (copy attached to minutes). Berryhill asked for input from the Commission on the current draft. Andrew Deckert stated he would like to see the word “health” added to the mission statement. The following suggestions were made regarding Goal One:

- Add “evidence informed” to the objective regarding increasing access to mental health
- Add “validated” to the objective regarding increasing social-emotional-developmental screening

The following suggestions were made regarding Goal Two:

- Continue to research options for wording of Goal Two
- Eliminate objective regarding decreasing the incidence of dental caries
- Keep objective “Increase access to prevention and early intervention oral health services for young children and their families”, which would result in decreased incidence of dental caries

Berryhill pointed out the suggested edits in Goal Three, Commissioners agreed to the changes highlighted in the draft document. Jane Wilson suggested an alternative to using the word “issues”. After discussion it was agreed to remove “issues related” in the four objectives in Goal Three.

c. Review Operating Principles and Principles on Equity

The following suggestions were made to the Operating Principles and Principles on Equity:

- Add the word “policies” in the principle “Enhancement of healthy child development through community attitudes, systems, policies and resource allocations”
- Change “Prop 10” to “First 5 Shasta” throughout the document
- Add “health services” to the principle regarding access to services

d. Review Resource Allocation Plan

Discussion on the allocation plan was tabled until the September Commission meeting.

10. Review 4th Quarter 2008-09 Budget Report and Administrative Expenditures Report

Muffy Berryhill reviewed the 4th Quarter 2008-09 Budget, Revenue and Administrative Expenditure Report (copy attached to minutes).

11. Reports

a. Director's Report

Muffy Berryhill reviewed the Directors Report (copy attached to minutes).

b. Commissioner Reports

No report was offered.

12. CLOSED SESSION ANNOUNCEMENT – (5:05 p.m.)

The Commission *will recess* to a Closed Session to discuss the Executive Director Performance Review Process

OPENED SESSION ANNOUNCEMENTS (5:20 p.m.)

No action was reported.

Meeting adjourned: 5:25 p.m.

Next regular meeting scheduled: **Wednesday, September 23, 2009, 3:00 p.m.**

Respectfully submitted,
Kris Nichols,
Office Manager
First 5 Shasta