



UNAPPROVED

SUTTER COUNTY CHILDREN & FAMILIES
COMMISSION
November 20, 2019

The Sutter County Children & Families Commission held a regular meeting and public hearing on the above date at 3:30 p.m. at the Sutter County Children & Families Commission office, 1531-A Butte House Road, Yuba City.

CALL TO ORDER

Commissioner Garcia called the meeting to order at 3:33 p.m. and requested the roll call.

COMMISSIONERS PRESENT: Jim Whiteaker (3:44 p.m.), Dr. Carolyn Patton, Nancy O'Hara (3:45 p.m.), Mat Gulbrandsen, Doreen Osumi, and Donna Garcia

COMMISSIONERS ABSENT: Brad McIntire and Tonya Byers

STAFF PRESENT: Michele Blake, Executive Director, and Julie Price, Executive Secretary

PLEDGE OF ALLEGIANCE

Commissioner Garcia led the Commissioners and the audience in the Pledge of Allegiance to the Flag.

PUBLIC PARTICIPATION

There were no comments from the public.

Michele Blake, Executive Director, asked that items requiring action be moved to a latter portion of the agenda to allow for a quorum.

SPECIAL PRESENTATIONS

3) SMART START FY 2018-2019 EVALUTION REPORT

Mark Duerr, Duerr Evaluation Resources, presented the evaluation data for the FY 2018-2019 Smart Start program. A copy of the full report was included in the meeting packet.

Commissioner Whiteaker arriver.

Commissioner O'Hara arrived.

PUBLIC HEARING

1) APPROVAL OF FISCAL YEAR 2018-2019 SUTTER COUNTY CHILDREN & FAMILIES COMMISSION AUDIT REPORT

Michele Blake, Executive Director, noted the FY 2018-2019 Sutter County Children & Families audit report included in the meeting packet. Ms. Blake noted 2 additional disclosures included in the report due to GASB 75 implications.

Ms. Blake also noted the independent auditor's finding, 2008-01 to 2018-01 Reliance upon Auditor for Reporting and Footnote Disclosures. The Commission held a discussion around the finding and determined the Commission's response, "The Commission has determined there is no cost-benefit to hiring an accountant familiar with generally accepted accounting principles or hiring an independent CPA firm with such experience to compile full disclosure financial statements for the purpose of avoiding significant deficiency and material weakness. The Commission feels that management provides reliable financial statements for board decision-making and reliance upon the auditor for foot note disclosures is cost effective." was suffice.

This having been heretofore fixed as the date, time and place to hold a public hearing regarding presentation of Sutter County Children and Families Commission 2018-2019 Audit Report, the matter was called to be heard. There being no public testimony, Commissioner Whiteaker closed the public hearing.

On motion of Commissioner Osumi, seconded by Commissioner Gulbrandsen and carried as follows: AYES: Commissioners, Whiteaker, Patton, O'Hara, Gulbrandsen Garcia, and Osumi; NOES: None; ABSENT: Commissioners, Byers and McIntire; the Commission approved the FY 2018-2019 Sutter County Children & Families audit report as presented.

2) APPROVAL OF FISCAL YEAR 2018-2019 SUTTER COUNTY CHILDREN & FAMILIES COMMISSION STATE ANNUAL REPORT

Ms. Blake referenced the report contained in the meeting packet and noted the reporting process.

This having been heretofore fixed as the date, time and place to hold a public hearing regarding presentation of Sutter County Children and Families Commission 2018-2019 Annual Report, the matter was called to be heard. There being no public testimony, Commissioner Whiteaker closed the public hearing.

On motion of Commissioner Osumi, seconded by Commissioner Patton and carried as follows: AYES: Commissioners, Whiteaker, Patton, O'Hara, Gulbrandsen Garcia, and Osumi; NOES: None; ABSENT: Commissioners, Byers and McIntire; the Commission approved the FY 2018-2019 Sutter County Children & Families state annual report as presented.

ACTION ITEMS – DISCUSSION AND POSSIBLE APPROVAL

5) MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE COUNTY OF SUTTER AND THE SUTTER COUNTY CHILDREN & FAMILIES COMMISSION

Ms. Blake referenced the staff report and noted the Commission was established as an Agency of the County with certain independent authority to implement its strategic plan, and desires a comprehensive, collaborative, and integrated partnership of services and community building approaches for the purposes of promoting, supporting and improving the early development of children from prenatal through five years of age, and provide necessary family support, health and wellness, and child care services to sustain quality early childhood development results. However, the Commission requires some legal, fiscal, administrative, evaluation, facilitation, and planning services in order to operate effectively as a Commission and implement its strategic plan. The employees of the Commission are employees of Sutter

County; therefore, should be in a County budget unit. Sutter County entered into an Agreement of Understanding in 2001 with the Commission to secure administrative support services through the Health and Human Services Department.

The recommendation is to transfer the employees from the Agency Fund into the Health and Human Services Administration budget unit, as these employees are employees of Sutter County not employees of the Commission. In addition, the Children and Families Commission approved at its April meeting the elimination of one vacant Office Assistant position and the addition of two Health Program Specialist Positions due to an increase in funding available.

Ms. Blake noted the MOU was drafted by County Counsel and if approved by the Commission, the Sutter County Health and Welfare Committee will consider this item at the December 3, 2019 meeting and the Board of Supervisors on December 10, 2019. The approved MOU will also address the implications of GASB 75 on future independent audit reports for the Commission.

On motion of Commissioner Garcia, seconded by Commissioner Gulbrandsen and carried as follows: AYES: Commissioners, Whiteaker, Patton, O'Hara, Gulbrandsen Garcia, and Osumi; NOES: None; ABSENT: Commissioners, Byers and McIntire; the Commission approved the Memorandum of Understanding between the County of Sutter and Sutter County Children & Families Commission as presented.

CONSENT CALENDAR

On motion of Commissioner Osumi, seconded by Commissioner O'Hara and carried as follows: AYES: Commissioners, Whiteaker, O'Hara, Gulbrandsen Garcia, and Osumi; ABSTAIN: Patton; NOES: None; ABSENT: Commissioners, Byers and McIntire; the Commission approved the Consent Calendar, as follows:

- 6) Approval of the October 16, 2019 meeting minutes

- 4) BRIGHT FUTURES FY 2018-2019 EVALUTION REPORT

Mark Duerr, Duerr Evaluation Resources, presented the evaluation data for the FY 2018-2019 Bright Futures program. A copy of the full report was included in the meeting packet.

DIRECTORS REPORT

READ FOR THE RECORD

Ms. Blake thanked Commissioner Garcia for participating in the Read for the Record held on Thursday, November 7th at the Sutter County library. Ms. Blake noted pictures from the event were included in the meeting packet.

SPECIAL MEETING UPDATE

Ms. Blake noted the upcoming special meeting called to recommend an applicant to the Board of Supervisors for the vacant Commission seat. Commissioners held a discussion and determined to reschedule the special meeting due to a several schedule conflicts.

FIRST 5 CALIFORNIA UPDATES

Ms. Blake noted a potential funding opportunity provided by First 5 California for home visiting program efforts. Ms. Blake stated requirements have not been released and she will provide more details as they are available. A Public Charge fact sheet highlighting the importance of the upcoming 2020 Census has been created by the First 5 Association in 22 languages including: Punjabi, Farsi, & Spanish. Ms. Blake will disseminate the information to the Commissioners and public. Ms. Blake encouraged all Commissioners to mark their calendar to attend the Dia de Los Ninos: First 5 Advocacy Day at the State Capitol scheduled for April 21, 2020. The event will celebrate literacy for children of all linguistic and cultural backgrounds as well as, legislative visits.

2020-2025 PROGRAMS DIRECTION AND IMPLICATIONS AD HOC

Ms. Blake reported to the Commission that due to the completion and approval of the Commission's 2020-2025 strategic plan, an Ad Hoc committee would be beneficial in determining the Commission's future program direction and program funding implications. Commissioners Osumi, Gulbrandsen, and Garcia volunteered for the committee.

PROGRAM REPORTS

Ms. Blake noted the program reports that were contained in the meeting package and asked if the Commissioners had any questions regarding the reports. Commissioners did not have any questions for Ms. Blake.

CORRESPONDENCE

Ms. Blake briefly noted the correspondence contained in the meeting package. No discussion was held.

PUBLIC COMMENT

There were no comments from the public.

ADJOURNMENT

With no further business coming before the Commission, the meeting was adjourned at 4:20 p.m.

By:
Julie Price
Executive Secretary