



UNAPPROVED

SUTTER COUNTY CHILDREN & FAMILIES
COMMISSION
October 16, 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 Whiteaker called the meeting to order at 3:30 p.m. and requested the roll call.

COMMISSIONERS PRESENT: Jim Whiteaker, Tonya Byers, Nancy O'Hara (3:40 p.m.), Mat Gulbrandsen, Doreen Osumi, and Donna Garcia

COMMISSIONERS ABSENT: Brad McIntire and Dr. Carolyn Patton

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

PLEDGE OF ALLEGIANCE

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

PUBLIC PARTICIPATION- NONE

PUBLIC HEARING

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

Michele Blake, Executive Director, noted the audit report will be presented at the November Commission meeting for possible approval as the Sutter County Auditor has not completed the Other Post-Employment Benefits (OPEB) and Pension actuarial reports and the worksheets for the allocations and footnote disclosures for the Commission's independent audit report.

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

Ms. Blake noted the state annual report will be presented at the November Commission meeting for possible approval as the report requires information from the Commission's completed audit report.

Ms. Blake asked for agenda item 3 to be heard later in the meeting to allow for the presenter to be present.

SPECIAL PRESENTATIONS

4) CHILD DEVELOPMENT BEHAVIORAL SPECIALIST FY 2018-2019 EVALUTION REPORT

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

Commissioner O'Hara arrived.

5) FLIP FY 2018-2019 EVALUATION REPORT

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

ACTION ITEMS – DISCUSSION AND POSSIBLE APPROVAL

6) SUTTER COUNTY CHILDREN & FAMILIES COMMISSION VACANT SEAT RECOMMENDATION TO THE BOARD OF SUPERVISORS

Ms. Blake referenced the staff report contained in the meeting packet and noted 2 applications were received for the vacant Commission member seat. The Commission discussed recommendation options, it was noted, historically, the Commission has interviewed applicants before making the recommendation to the Board of Supervisors. Commissioners determined an Ad Hoc committee of Commissioners Whiteaker, O'Hara, and Garcia will interview applicants and bring back the recommendation to be made to the Board of Supervisors.

3) APPROVAL OF 2020-2025 SUTTER COUNTY CHILDREN & FAMILIES STRATEGIC PLAN

Lisa Colvig-Niclai and Christina Branom of Applied Survey Research presented background information and the draft 2020-2025 Strategic Plan. A copy of the full draft 2020-2025 Strategic Plan was included in the meeting packet.

In regards to a question from Commissioner Gulbrandsen, Ms. Blake noted data collected did not indicate elimination of programs however, the Commission will have to determine future program funding considerations regarding the Commission's fiscal cliff policy. The Commission discussed previous changes made to Commission funded programs in response to shifts in program landscape and availability in the community.

Ms. Blake stated staff will be meeting with currently funded programs to discuss program sustainability strategies.

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 2020-2025 Strategic Plan, the matter was called to be heard. There being no public testimony, Commissioner Whiteaker closed the public hearing.

On motion of Commissioner Garcia, seconded by Commissioner O'Hara and carried as follows: AYES: Commissioners, Whiteaker, Byers, O'Hara, Gulbrandsen Garcia, and Osumi; NOES: None; ABSENT: Commissioners, Patton and McIntire; the Commission approved the Sutter County Children & Families Commission 2020-2025 Strategic Plan.

CONSENT CALENDAR

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

7) Approval of the September 18, 2019 meeting minutes

DIRECTORS REPORT

COMMUNICATIONS UPDATE

Ms. Blake noted the updated Imagination Library registration flyers contained in the meeting packet. The revised registration flyers now indicates children zero up to their fifth birthday residing in Sutter County are eligible for the program that mails free books to the child's home. The program is offered in partnership with Friends of the Sutter County Library.

AUDIT UPDATE

Ms. Blake noted again, in auditing the financial statements this year, the independent auditor discovered the County adjusted the prior year books so that the other post-employment benefits (OPEB) and Pension liabilities are now recorded as liabilities of the Commission. This is a significant change in the accounting and reporting for the Commission. Commission staff is currently working with the County Auditor to get the OPEB and Pension actuarial reports and the worksheets for the allocations and footnote disclosures so that the reports can be adjusted. Commission staff are continuing to work with Health and Human Services to contract Commission staff as County employees.

READ FOR THE RECORD

Ms. Blake shared Read for the Record will be held on Thursday, November 7th. The Commission will partner with the Sutter County library to participate in the nation-wide event. Commissioner Garcia volunteered to read the book aloud, families will receive a free copy of Thank You, Omu!, this year's book selection.

2020 COMMISSION MEETING DATES

Ms. Blake noted the 2020 meeting dates included in the meeting agenda. Ms. Blake asked Commissioners to review their calendars and contact her if meeting conflicts occur.

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. The 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 4:44 p.m.

By:
Julie Price
Executive Secretary