



SUTTER COUNTY CHILDREN & FAMILIES COMMISSION
Meeting of April 17, 2019

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

Commissioner Whiteaker called the meeting to order at 3:32 p.m. and requested roll call.

COMMISSIONERS PRESENT: Jim Whiteaker, Nancy O'Hara, Donna Garcia, Mat Gulbrandsen, and Tonya Byers.

COMMISSIONERS ABSENT: Elizabeth Engelken, Doreen Osumi, Brad McIntire

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

GUESTS PRESENT (Signing in at Commission meetings is voluntary. Guests listed as present are individuals who elected to sign in.): Mil Elliott

PLEDGE OF ALLEGIANCE TO THE FLAG

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

APPROVAL OF MINUTES

- 1) Approval of the minutes of the January 16, 2019 meeting.

Commissioners reviewed the meeting minutes.

On motion of Commissioner Gulbrandsen, seconded by Commissioner Garcia and carried as follows: AYES: Commissioners Byers, O'Hara, Whiteaker; NOES: None; the Commission approved the meeting minutes of the January 16, 2019 meeting as presented.

PUBLIC PARTICIPATION – NONE

SPECIAL PRESENTATIONS

- 2) Lisa Colvig-Niclai, Applied Survey Research, 2018 School Readiness Findings from the Fall Assessment in Suter County

Ms. Colvig-Niclai presented findings from the Fall 2018 Kindergarten Readiness Assessment. A full report was contained in the meeting packet.

Commissioners thanked her for her presentation and Michele Blake, Executive Director, noted the data collected will help with the upcoming development of the 2020-2025 Strategic Plan.

ACTION ITEMS – DISCUSSION AND POSSIBLE APPROVAL

3) AMENDMENT TO CONTRACTS TO EXTEND THE TERM OF CONTRACT FROM JUNE 30, 2019 TO JUNE 30, 2020

Ms. Blake reviewed the staff report contained in the meeting packet. Ms. Blake requested a change to oral health efforts currently funded by the Commission. Ms. Blake noted changes in oral health opportunities for children age 0-5 provided by the Federal government, and the opportunity to align with the California Oral Health Plan 2018-2028.

In response to a question from Commissioner Garcia, Ms. Blake noted the proposed change may provide oral health assessments to be conducted for children 0-5, and to strengthen the HMG oral health component.

On motion of Commissioner Gulbrandsen, seconded by Commissioner O'Hara and carried as follows: AYES: Commissioners Garcia, Whiteaker; ABSTAIN: Byers; NOES: None; the Commission approved to extend recommended current contracts from the term ending June 30, 2019 to June 30, 2020.

4) STRATEGIC PLAN CONTRACT AWARD RECOMENDATION

Ms. Blake noted the Commission approved funding and a Request for Applications (RFA) to obtain a consultant to facilitate and create the 2020-2025 Sutter County Children & Families Commission Strategic Plan at the January 2019 meeting.

Ms. Blake stated 2 applications were received and referenced the scoring information in the staff report.

On motion of Commissioner Garcia, seconded by Commissioner Byers and carried as follows: AYES: Commissioners Gulbrandsen, Whiteaker, O'Hara; NOES: None; the Commission approved an agreement for strategic planning consultant services with Applied Survey Research.

5) CONSIDER APPROVAL OF PERSIMONNY ASSESSMENT TOOL

Ms. Blake referenced the staff report contained in the meeting packet and noted an agreement has been entered by Sutter County Health and Human Services with Persimmony for Electronic Case Management beginning July 1, 2019. This agreement allows the Commission to purchase an "add-on" component, First 5 Assessment Tool, specific to the work First 5's conduct. This tool will allow the Commission to gather data across funded programming for real-time cohesive reporting.

Ms. Blake also noted funding for this system would be allocated from the MAA/TCM revenues transfer from HHS SB910 Medi-Cal Administrative Activities (MAA) and Targeted Case Management (TCM) to Children & Families.

On motion of Commissioner Garcia, seconded by Commissioner O'Hara and carried as follows: AYES: Commissioners Gulbrandsen, Whiteaker, Byers; NOES: None; the Commission approved the Executive Director to enter into an agreement with Persimmony International, Inc. to purchase the First 5 Assessment Tool.

6) YUBA CITY UNIFIED SCHOOL DISTRICT SMART START FY 18-19 BUDGET REVISION

Mil Elliott, K-8 Curriculum Coordinator, Yuba City Unified School District, noted the budget adjustments and carryover request for fiscal year 2018-2019 Smart Start program. A detailed description of each of the adjustment requests was contained in the meeting packet. The requested adjustments do not alter the total grant award as previously approved by the Commission.

On motion of Commissioner Gulbrandsen, seconded by Commissioner Byers and carried as follows: AYES: Commissioners Garcia, Whiteaker, O'Hara; NOES: None; the Commission approved the budget revision as submitted.

7) FAMILIES LEARNING IN PLAY FY 18-19 SCOPE OF WORK AND BUDGET REVISION

Ms. Blake noted the budget and scope of work revision request submitted by Staci Howell, Executive Director, Playzeum Yuba-Sutter.

Ms. Blake confirmed with Robin Kussmann, FLIP Program Specialist, the requested changes will add additional class opportunities and community play days.

On motion of Commissioner Garcia, seconded by Commissioner O'Hara and carried as follows: AYES: Commissioners Gulbrandsen, Whiteaker, Byers; NOES: None; the Commission approved the scope of work and budget revision as submitted.

8) FAMILY SOUP FY 18-19 BUDGET REVISION

Ms. Blake requested this item be withdrawn and presented at the May 2019 meeting for additional clarification. No Family SOUP representatives were in attendance at the meeting.

9) REQUEST FOR APPROVAL TO HIRE HEALTH PROGRAM SPECIALIST

Ms. Blake noted the staff report and discussed changes made to the Bright Futures program with the implementation of the Help Me Grow model. A higher classified position is also required with the addition of MAA/TCM activities being conducted through the program.

On motion of Commissioner Garcia, seconded by Commissioner Byers and carried as follows: AYES: Commissioners Gulbrandsen, Whiteaker, O'Hara; NOES: None; the Commission approved the Executive Director to work with Human Resources to recruit and hire 1.0 FTE Health Program Specialist.

PUBLIC HEARING

10) Presentation of First 5 California 2017-2018 Annual Report

Ms. Blake referenced the Annual Report contained in the meeting package.

This having been heretofore fixed as the date, time and place to hold a public hearing regarding the presentation of the First 5 California 2017-2018 Annual Report, the matter was called to be heard. There being no public testimony, Chairman Whiteaker closed the public hearing.

DIRECTOR'S REPORT –

- Commission Communications update. Ms. Blake reviewed several flyers/advertisements for past or upcoming events the Commission staff has hosted or the Commission has supported. Flyers/advertisements were contained in the meeting packet.
- Discussion to explore oral health needs of Sutter County children 0-5 years of age. As discussed in Item #3. Ms. Blake suggested the Commission explore opportunities to strengthen the oral health assessment component in the Bright Futures program and align efforts with Sutter County Public Health Grant 17-10732 deliverables/outcome measures.
- June Meeting Date Adjustment. Ms. Blake noted a scheduling conflict in addition to County budget hearings scheduled for June meeting date. The June meeting will be rescheduled for June 26th.
- Program Reports. Ms. Blake noted the reports contained in the meeting package.

CORRESPONDENCE –

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

PUBLIC COMMENT – NONE

The meeting was adjourned at 4:42 p.m.

By:
Julie Price, Commission Secretary