



SUTTER COUNTY CHILDREN & FAMILIES COMMISSION
Meeting of January 16, 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 3:30 p.m. and requested roll call.

COMMISSIONERS PRESENT: Jim Whiteaker, Elizabeth Engelken, Donna Garcia, Mat Gulbrandsen, and Tonya Byers.

COMMISSIONERS ABSENT: Nancy O'Hara, 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.): Tammy Andersen

PLEDGE OF ALLEGIANCE TO THE FLAG

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

PUBLIC PARTICIPATION – NONE

PUBLIC HEARING

1) Review of 2015-2020 Strategic Plan

Michele Blake, Executive Director, referenced the 2015-2020 Sutter County Children & Families Commission Strategic Plan contained in the meeting package and noted the Commission office has received no comments from the public.

Ms. Blake noted suggested revisions to the Commissioner list to reflect the current Commission members, adding vice chair language to the Commissioner list, and updating the revision date on page 3 of the Strategic Plan.

This having been heretofore fixed as the date, time and place to hold a public hearing regarding the review of Sutter County Children & Families Commission 2015-2020 Strategic Plan, the matter was called to be heard. There being no public testimony, Chairman Whiteaker closed the public hearing.

On motion of Commissioner Garcia, seconded by Commissioner Gulbrandsen and carried as follows: AYES: Commissioners Byers, Engelken, Whiteaker; NOES: None; the Commission approved the recommended changes as presented by the Executive Director.

SPECIAL PRESENTATIONS –

2) Smart Start FY 2017-2018 Evaluation Report

The Smart Start evaluation report will be presented at the February 2019 Commission meeting.

3) Sutter Smiles FY 2017-2018 Evaluation Report

The Sutter Smiles evaluation report will be presented at the February 2019 Commission meeting.

4) Safe & Healthy Neighborhoods Coalition

Tammy Andersen, Sutter County Public Health Division, presented "Protecting Sutter County Youth from Tobacco Addiction." The presentation contained information on youth access to tobacco, flavored tobacco, and electronic cigarettes. Ms. Andersen also circulated several examples of tobacco products.

ACTION ITEMS – DISCUSSION AND POSSIBLE APPROVAL

5) FUNDING ALLOCATION FOR DEVELOPMENT OF 2020-2025 STRATEGIC PLAN

Ms. Blake referenced the staff report, 2nd Quarter Expenditures report, and the Request for Application contained in the meeting package.

Ms. Blake noted per the Children & Families Act and Sutter County Ordinance, the Commission shall adopt a county strategic plan for the support and improvement of early childhood development within the County of Sutter.

The Commission's current 2015-2020 Strategic Plan is due to expire on June 30, 2020. To meet the provisions set forth in the Ordinance and Health and Safety Code staff recommends releasing a competitive procurement opportunity for an independent contractor to facilitate the strategic planning process.

In response to questions from Commissioners Garcia and Gulbrandsen, Ms. Blake noted funds for the process will be utilized from the current fiscal year budget and the process will take approximately 6-9 months to complete.

On motion of Commissioner Gulbrandsen, seconded by Commissioner Byers and carried as follows: AYES: Commissioners Garcia, Engelken, Whiteaker, McIntire; NOES: None; the Commission approved an allocation amount not to exceed \$15,000 for the Sutter County Children & Families Commission 2020-2025 Strategic Plan as presented.

CONSENT CALENDAR –

6) Approval of the minutes of the December 17, 2018 meeting.

On motion of Commissioner Garcia, seconded by Commissioner Byers and carried as follows: AYES: Commissioners Whiteaker, Gulbrandsen, Engelken, Byers; NOES: None; the Commission approved the Commission meeting minutes of December 17, 2018.

DIRECTOR'S REPORT –

- 2nd Quarter Expenditures. Ms. Blake noted the report. The report was reviewed during agenda item 5.
- Proposition 56 update. Ms. Blake noted proposition 56 funds were received by the Commission on December 18, 2018. Ms. Blake noted due to several factors, the revenue was lower than expected.
- Breastfeeding Poster Session. Ms. Blake noted an invitation from the California Breastfeeding Coalition to present information on the Breastfeeding Friendly Bags being distributed by Adventist+Rideout Hospital. The project is a partnership between the Commission, Sutter County Maternal, Child, & Adolescent Health Program, Yuba County Public Health, and Adventist Health. Unfortunately, due to scheduling conflicts Ms. Blake will be unable to attend.
- MAA/TCM update. Ms. Blake stated she is working with Sutter County Health and Human Services to obtain additional information requested by Commissioners concerning the Persimmony, targeted case management program.

- Vacant Commission Seat. Ms. Blake noted the vacant Commission seat notice is posted on the Sutter County website.
- 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 4:22 p.m.

By:
Julie Price, Commission Secretary