



SUTTER COUNTY CHILDREN & FAMILIES
COMMISSION
SPECIAL MEETING
March 19, 2020

The Sutter County Children & Families Commission held a Special Meeting on the above date at 9:00 a.m. virtually.

CALL TO ORDER

Commissioner Whiteaker called the meeting to order at 9:02 a.m. and requested the roll call.

COMMISSIONERS PRESENT: Jim Whiteaker, Tom Reusser, Nancy O'Hara, Mat Gulbrandsen (9:04 a.m.), Dr. Carolyn Patton, and Donna Garcia.

COMMISSIONERS ABSENT: Brad McIntire, Tonya Byers, & Doreen Osumi

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

PUBLIC PARTICIPATION

There were no comments received from the public.

ACTION ITEMS – DISCUSSION AND POSSIBLE APPROVAL

1) EMERGENCY DISCREPANCY FUND: COVID-19 EMERGENCY FUND

Michele Blake, Executive Director, referenced the staff report and application for funds contained in the meeting packet.

Ms. Blake noted the purpose of the Sutter County Children & Families Commission COVID-19 Emergency Fund is to directly support families experiencing severe hardship due to COVID-19. The Commission, in coordination with the Yuba City Education Foundation, will work with organizations, agencies and non-profits that recognize a family in need or in recovery because of this crisis (*family needs may include, but are not limited to: food, diapers, cleaning supplies, housing support, mental health care*). The COVID-19 Emergency Fund will allow the Commission to be positioned to assist when the time arises. Funding may range from \$25 to \$500. Requests will be reviewed by Sutter County Children & Families Commission and upon meeting eligibility requirements, the Yuba City Education Foundation will process funding as quickly as possible.

For an agency, organization, non-profit to apply for funding to help a family in crisis, the following criteria must be met:

1. The family must be a resident of Sutter County and have at least one child in the home that is 0-5 years of age;
2. Demonstrate hardship due to COVID-19;
3. The agency, organization, non-profit must report to the Commission the success in delivering service, if funds were approved.

In response to a question from Commissioner Whiteaker, Ms. Blake stated this agenda item does not required approval form the Yuba City Unified School District Board.

In response to a question from Commissioner Garcia, Ms. Blake noted the emergency fund will utilized to purchase goods, not disperse cash.

In response to a question from Dr. Patton, Ms. Blake noted a COVID-19 diagnosis is not required to apply for funds.

On motion of Commissioner Patton, seconded by Commissioner O'Hara and carried as follows: AYES: Commissioners Reusser, Patton, Whiteaker, Garcia, Gulbrandsen, O'Hara; ABSTAIN: None; NOES: None; ABSENT: Commissioner McIntire, Osumi, Byers; the Commission approved the COVID-19 Emergency Fund in an amount not to exceed \$25,000.00.

DIRECTORS REPORT

Commission Funded Program COVID-19 Guidance

Ms. Blake referenced the letter sent to Commission funded programs. Ms. Blake outlined Commission updates being implemented and noted the potential to re-prioritize tasks and adapt to fulfill current contracted scopes of work. Ms. Blake will contact programs to continue to discuss alternative methods to continue services.

FY 2020-2023 Request for Proposal (RFP) Submission Deadline Revision

Ms. Blake referenced the updated due date extension for the Request for Proposal 2020-2023 contained in the meeting packet. Ms. Blake noted the due date has been extended to May 7, 2020.

Virtual Commission Office

Ms. Blake noted the Commission office will be closed to the public beginning Friday, March 20th. Sutter County Health & Humans Services has approved Commission staff to work remotely. Commission staff will continue to monitor the Call Center phone line and will be available via email.

PUBLIC COMMENT

There were no comments from the public.

ADJOURNMENT

With no further business coming before the Commission, the meeting was adjourned at 9:29 a.m.

By:
Julie Price
Executive Secretary