



SUTTER COUNTY CHILDREN & FAMILIES  
COMMISSION  
COMMISSION MEETING  
August 19, 2020

The Sutter County Children & Families Commission held a meeting on the above date at 3:30 p.m. virtually.

**CALL TO ORDER**

Commissioner Byers called the meeting to order at 3:31 p.m. and requested the roll call.

**COMMISSIONERS PRESENT:** Jim Whiteaker (3:36 p.m.), Tonya Byers, Brad McIntire, Nancy O’Hara (3:33 p.m.), Mat Gulbrandsen, Dr. Carolyn Patton, Doreen Osumi and Donna Garcia.

**COMMISSIONERS ABSENT:** Tom Reusser

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

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**PUBLIC PARTICIPATION**

There were no comments received from the public.

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Commissioner O’Hara joined the meeting.

**ACTION ITEMS – DISCUSSION AND POSSIBLE APPROVAL**

**1) LONG-TERM REMOTE WORK ORGANIZATION**

Michele Blake, Executive Director, referenced the staff report and presentation provided by Social Finance. Ms. Blake noted a cost benefit analysis tool for remote work created by Social Finance was sent to her this afternoon as well.

Commissioner Whiteaker joined the meeting.

In response to a question from Commissioner Osumi, Ms. Blake noted the long-term remote work organization will be reviewed for effectiveness in 1 year. Commissioner O’Hara also noted the possibility

to temporarily relocate child welfare staff into the current leased Commission office space. Ms. Blake noted due to shifts in state funding, currently the Commission receives little public foot traffic to the office.

In response to a question from Commissioner Patton, Ms. Blake noted the option of reserving the Commission's current public meeting space when needed. Commissioner O'Hara also noted other meeting space options with in County facilities.

In response to a question from Commissioner McIntire, Ms. Blake noted employee wellness and loosing community footprint as possible causes to conclude remote work. Ms. Blake noted cost savings related to leased office space and office maintenance and a potential cost increase related to expenses to ensure a community footprint.

In response to a question from Commissioner Patton, Ms. Blake noted Commission staff with work with health and human services administration as well as human resources to ensure appropriate Commission insurance coverages.

In response to a question from Commissioner McIntire regarding slide 2 of the Social Finance presentation, Ms. Blake noted Commission cost savings related to building maintenance and lease and one-time cost for additional office equipment for staff. In regards to productivity and managing staff expectations Ms. Blake noted County telework policies and scopes of work for Commission managed programs. Ms. Blake remarked the robust increase in the Commission's website and social media accounts has increased the Commissions community presence since COvid-19. Ms. Blake noted the need to implement additional strategies to continue to support employee morale.

Commissioner Whiteaker noted many other local agencies implementing remote work organization due to COVID-19.

On motion of Commissioner O'Hara, seconded by Commissioner Gulbrandsen, Chairman Whiteaker called for a roll call vote that carried as follows: AYES: Commissioners Byers, Whiteaker, Garcia, Patton, Gulbrandsen, O'Hara, Osumi, McIntire; ABSTAIN: None; NOES: None; ABSENT: Reusser; the Commission approved permanent remote work to Sutter County Children & Families Commission staff and authorize the Executive Director to take actions necessary with agencies, subject to approval by Counsel, Human Resources, Information Technology and Health and Human Services to implement accurate and productive remote work by the end of December 2020.

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## **DIRECTORS REPORT**

### **Communications Update**

Ms. Blake noted a breastfeeding resource distribution event that took place in collaboration with Sutter County WIC and Tricounties Breastfeeding Alliance that was held at the Commission office parking lot in celebration of World Breastfeeding Week. Ms. Blake noted backpack supplies received and will work with County Social Services branch for distribution. An additional essential supplies drive thru distribution will be planned as additional supplies are being sent by First 5 California. Ms. Blake noted new funds for early literacy programs from First 5 California will be used to offset the Commission's existing Imagination Library program. Ms. Blake noted the Sutter County Board of Supervisors allocation

\$800,000 from CARES funding to the Sutter County One Stop to assist with childcare costs for low-income families.

Ms. Blake noted the importance of providing funds for families utilizing exempt (friend, family member, neighbor) child care providers as well. Ms. Blake also noted licensed child care facilities are open at this time.

#### **Packard Foundation update**

Ms. Blake noted Packard Foundation funding applied for in collaboration with First 5 Yolo and Yuba was received to support the closing of the digital divide for exempt child care providers. Funds will be utilized for the purchase of hot spots and tablets.

#### **2020-2023 Commission Contracts update**

Ms. Blake noted several 2020-2023 contracts have been received and will be forwarded to Chairman Whiteaker for signature and then to County Counsel for their seal. Ms. Blake noted 2020-2023 contracted work has begun.

#### **PROGRAM REPORTS**

Program reports were noted, no discussion was held.

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#### **PUBLIC COMMENT**

There were no comments from the public.

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#### **ADJOURNMENT**

With no further business coming before the Commission, the meeting was adjourned at 4:14 p.m.

By:

Julie Price

Executive Secretary