



SUTTER COUNTY CHILDREN & FAMILIES
COMMISSION
COMMISSION MEETING & PUBLIC HEARING
June 16, 2021

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

CALL TO ORDER

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

COMMISSIONERS PRESENT: Mike Ziegenmeyer (3:32 p.m.), Tonya Byers, Nancy O'Hara, Nicole Ritner, Dr. Carolyn Patton, Brad McIntire (3:32 p.m.), and Mat Gulbrandsen

COMMISSIONERS ABSENT: Doreen Osumi and Tom Reusser

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

Chairman Ziegenmeyer joined the meeting and asked Vice-Chair Byers to continue to facilitate the meeting.

Commissioner McIntire joined the meeting.

Public Hearing

1) Approval of Sutter County Children & Families Commission FY 2021/2022 Budget

Michele Blake, Executive Director, referenced the draft FY 2021/2022 Sutter County Children & Families Commission budget contained in the meeting package. The proposed budget supports the Commissions 2020/2025 strategic plan. Ms. Blake noted budget revenue includes Proposition 10 projected revenue, leveraged funding, Medical Administrative Activities/Target Case Management revenue, interest earnings and Surplus Money Investment Fund. The proposed budget is a balanced budget requiring no utilization of the Commission's reserve funds.

Administrative costs are projected at 12.8% of the total budget, a decrease from FY 2020/2021 due to cost savings from shifting to a remote work format.

This having been heretofore fixed as the date, time and place to hold a public hearing regarding the presentation of Sutter County Children & Families Commission FY 2021/2022 Budget, the matter was called to be heard. There being no public testimony, Vice-Chair Byers closed the public hearing.

In response to a question from Commissioner Gulbrandsen, Ms. Blake noted no additional operating expenses are projected for FY 2021/2022 budget as the Commission office plans to remain remote per the Commission's direction from the August 2020 meeting.

On motion of Commissioner Ziegenmeyer, seconded by Commissioner Patton, Vice-Chair Byers called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Byers, Ritner, Patton, O'Hara, McIntire, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Osumi, Reusser; the Commission approved the Sutter County Children & Families FY 2021/2022 budget as presented.

2) Approval of Sutter County Children & Families Commission Long-Term Financial Plan

Ms. Blake referenced the Long Term Financial Plan contained in the meeting packet. The plan is based budget actuals and projections through Fiscal year 2030/2031. The plan is reviewed annually with updated information included.

Ms. Blake noted the Commission reserve fund increase due to the one-time funding opportunities received from the current fiscal year.

This having been heretofore fixed as the date, time and place to hold a public hearing regarding the presentation of Sutter County Children & Families Commission Long Term Financial Plan, the matter was called to be heard. There being no public testimony, Vice-Chair Byers closed the public hearing.

On motion of Commissioner Ritner, seconded by Commissioner Ziegenmeyer, Vice-Chair Byers called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Byers, Ritner, Patton, O'Hara, McIntire, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Osumi, Reusser; the Commission approved the Sutter County Children & Families Long Term Financial Plan as presented.

3) Presentation of the First 5 California 2019/2020 Annual Report

Ms. Blake noted per the health & safety code the Commission is required to conduct an annual public hearing to review of the First 5 California Annual Report. Ms. Blake referenced the report contained in the meeting packet and noted the Sutter County highlights can be found on pages 55 & 56. Ms. Blake noted no Commission action is required.

This having been heretofore fixed as the date, time and place to hold a public hearing regarding the presentation of First 5 California 2019/2020 Annual Report, the matter was called to be heard. There being no public testimony, Vice-Chair Byers closed the public hearing.

ACTION ITEMS – Discussion and Possible Approval

4) YUBA CITY UNIFIED SCHOOL DISTRICT SMART START FY 2020-2021 BUDGET REVISION

Ms. Blake referenced the staff report contained in the meeting packet and noted the program extension request for the utilization of the FY 2020/2021 funds. The update doesn't alter the total grant award as previously approved by the Commission.

Mil Elliott, Smart Start Program Coordinator, noted the Smart Start program is for incoming Transitional Kindergarten or Kindergarten students who have had little to no preschool experience. The current program is available on 5 school sites and runs for a total of 20 days in the summer. Five days of the current program will overlap into the FY 2021/2022 fiscal year, however expenses for those days will be billed to the FY 2020/2021 Smart Start program budget.

On motion of Commissioner Patton, seconded by Commissioner Ziegenmeyer, Vice-Chair Byers called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Byers, Ritner, Patton, O'Hara, McIntire, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Osumi, Reusser; the Commission approved the FY 2020/2021 Smart Start budget extension as requested.

5) APPROVE AMENDMENT TO THE 2020-2023 PROGRAM SERVICE AGREEMENT WITH YUBA-SUTTER-COLUSA UNITED WAY

Ms. Blake referenced the staff report contained in the meeting packet and noted due to the COVID-19 pandemic and the format of the Born Learning program it was not able to occur in the 2020/2021 fiscal year. As a result of the work not being able to be conducted in the current fiscal year, Commission staff worked with Yuba-Sutter-Colusa United Way and County Counsel to review the current contract and add necessary activities to year 2 and year 3 of the contract to amend the original approved contract, the amendment doesn't alter the total grant award as previously approved by the Commission.

On motion of Commissioner Ziegenmeyer, seconded by Commissioner Ritner, Vice-Chair Byers called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Byers, Ritner, Patton, O'Hara, McIntire, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Osumi, Reusser; the Commission approved the 2020/2023 Program Services Agreement with Yuba-Sutter-Colusa United Way as presented.

6) APPROVAL OF SERVICE PROVIDER MANUAL FOR PROGRAMMATIC AGREEMENTS

Ms. Blake referenced Program Services Manual contained in the meeting packet and noted the manual aligns with the Commission's strategic plan and compliments Commission contractor's program services agreements.

Due to the COVID-19 pandemic and the implementation of the Commission's new data system, the manual was not updated for the FY 2020/2021.

Ms. Blake noted if approved, the manual will replace the previously approved Service Provider Manual and contractors will be given a training on the newly approved manual in the upcoming fiscal year.

On motion of Commissioner Ritner, seconded by Commissioner O'Hara, Vice-Chair Byers called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Byers,

Ritner, Patton, O'Hara, McIntire, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Osumi, Reusser; the Commission approved the Service Provider Manual as presented.

7) ESTABLISHMENT OF AN AD-HOC COMMITTEE TO REVIEW SUTTER COUNTY ORDINANCE CODE, SECTION 75

Ms. Blake referenced the staff report and noted the City of Yuba City is requesting a change in the membership language of the Sutter County ordinance pertaining to membership of the Children & Families Commission (Ordinance Code section 75-004).

Ms. Blake noted establishing an Ad-Hoc committee will allow for the opportunity to discuss and review the membership section of the ordinance and consider further possible modifications. It is expected that the Ad-Hoc Committee will finalize their recommendations and present them for consideration by the Commission at the September 2021 Commission meeting. Upon approval of the Commission, the recommendation will be brought before the Sutter County Board of Supervisors for final approval of the ordinance language change.

In response to a question from Vice-Chair Byers, Ms. Blake stated the action requested is for the establishment of the AD-Hoc committee. If approved, up to 4 Commissioners may volunteer to participate on the Ad-Hoc committee.

In response to a question from Commissioner Ritner, the Ad-Hoc committee would review sections of the current ordinance pertaining to membership and recommend updates to the Commission before final approval by the Sutter County Board of Supervisors. County Counsel will be present at the Ad-Hoc committee meeting.

In response to a question from Commissioner Patton, up to 4 Commissioners will form the Ad-Hoc committee. Staff and County Counsel will be present at the committee meeting.

On motion of Commissioner Patton, seconded by Commissioner O'Hara, Vice-Chair Byers called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Byers, Ritner, Patton, O'Hara, McIntire, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Osumi, Reusser; the Commission approved the establishment of an AD-Hoc committee to review Chapter 75 of the Ordinance Code pertaining to the Children & Families Commission.

Commissioners Byers, Patton, O'Hara and Ziegenmeyer volunteered to participate on the Ad-Hoc committee.

CONSENT CALENDAR

On motion of Commissioner Ziegenmeyer, seconded by Commissioner Ritner, Vice-Chair Byers called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Byers, Ritner, Patton, O'Hara, McIntire, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Osumi, Reusser; the Commission approved the Consent Calendar, as follows:

8) Approval of the minutes for the May 19, 2021 meeting

DIRECTORS REPORT

COVID-19 Emergency Fund update

Ms. Blake stated approximately \$7,000 is available in the COVID-19 response fund. Requests continue to be submitted by home visiting programs, social workers, and child welfare services staff.

ACEs Aware update

Ms. Blake noted ACE's Aware Phase 1 funding ends June 30th Phase 2 funding was given a 2-month extension.

Ms. Blake noted the Sutter County ACEs Aware program was showcased as the Grantee Spotlight at the state level highlighting the Sutter County ACEs Aware video produced and video interview conducted by 92Q radio station via social media.

Ms. Blake noted upcoming trauma informed care trainings facilitated by Becky Haas, an international presenter of trauma informed care and the Adverse Childhood Experiences (ACEs) study. A community training has been scheduled for August 12th 8:30 a.m.- 12:00 p.m. in-person and virtual will be offered. Continuing Education Units will be available via Sutter Yuba Behavioral Health. Sector specific trainings will be available for education and law enforcement thereafter.

A Handle with Care initiative which provides a trauma informed communication collaboration between law enforcement and schools to provide additional school support to children who have experienced trauma will pilot at several Sutter County schools.

In the Community report

Ms. Blake noted in collaboration with Yuba Sutter Child Care Planning Council & First 5 Yuba Caregiver Café continues to be provided virtually. Options to resume in person at the Sutter County Museum and alternating county locations are being explored.

Life Jacket Loaner Program has started. Loaner infant and child size life jackets are available at Verona, Live Oak, Tisdale boat launches and the Feather River Parkway. The program is provided in collaboration with the Sutter County Sherriff Deputy Association and the City of Yuba City. Loaner life jackets are available for day-use Memorial Day through Labor Day. The program was highlighted in the Appeal Democrat on Memorial Day weekend and a radio public service announcement is currently in rotation on local radio stations.

In collaboration with First 5 Yuba the Commission is sponsoring First 5 Thursday's at the Yuba-Goldsox games where children age 5 and under receive free admission on Thursdays. Staff also attends where Commission program information is distributed.

Also, in collaboration with First 5 Yuba the Commission is sponsoring the Yuba Sutter Fair to allow for a variety of family friendly opportunities for children age 0-5 at no cost. The sponsorship also allows a volunteer staffed breastfeeding area.

The Commission is sponsoring a children's music show in collaboration with Yuba Sutter Arts & Culture and Side Show Joe, Joe Moyer. The Virus Among Us Show will air on the Yuba Sutter Arts & Culture Facebook page on June 17th at 6:00 p.m. The show will also be shared to the Commission's Facebook page.

The Commission will provide another free Drive-Diaper Distribution in collaboration with Yuba-Sutter Food Bank. The distribution is scheduled for June 29th from 9:00 a.m.-12:00 p.m. at 850 Gray Avenue. Yuba City Police Department will be in attendance to assist with traffic control.

PUBLIC COMMENT

No public comment was received.

ADJOURNMENT

With no further business coming before the Commission, the meeting was adjourned at 4:18 p.m.

By:
Julie Price
Executive Secretary