



SUTTER COUNTY CHILDREN & FAMILIES  
COMMISSION  
COMMISSION MEETING  
May 24, 2023

The Sutter County Children & Families Commission held a regular meeting & public hearing on the above date at 3:30 p.m. at the Sutter County Administrative Office Conference Room, 1160 Civic Center Blvd., Ste. A, Yuba City, CA 95993.

Michele Blake, Executive Director, introduced newly appointed Commissioner Narinder Dhaliwal and noted her extensive knowledge in health policy and child injury prevention. Ms. Dhailwal was appointed by the Sutter County Board of Supervisors at the May 9, 2023 meeting for a 2-year term.

**CALL TO ORDER**

Commissioner Ziegenmeyer called the meeting to order at 3:35 p.m. and requested the roll call.

**COMMISSIONERS PRESENT:** Mike Ziegenmeyer, Tonya Byers, Marc Boomgaarden, Mat Gulbrandsen, Doreen Osumi, Narinder Dhaliwal and Dr. Carolyn Patton.

**COMMISSIONERS ABSENT:** Nicole Ritner and Sarah Eberhardt-Rios

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

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**PLEDGE OF ALLEGIANCE**

Chairman Ziegenmeyer led the Commission & audience in the Pledge of Allegiance.

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**PUBLIC PARTICIPATION**

No public comment was received.

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**SPECIAL PRESENTATIONS**

**1) Born Learning Academy & Trail, Yuba Sutter Colusa United Way**

Bob Harlan, Executive Director, Yuba Sutter Colusa United Way, presented updates & a slide show of the Born Learning Academy provided in collaboration with Yuba City Unified School District. Mr. Harlan noted that in addition to the traditional Born Learning Program evening model, a daytime offering of the program will be offered at Park Avenue Elementary School.

Mr. Harlan provided a presentation & slide show of the newly installed Born Learning Trail at Northridge Park in Yuba City. The trail was installed in partnership with the City of Yuba City. Mr. Harlan noted a Born Learning Trail is a series of interactive signs that offer fun, active learning activities for young children and their families.

A ribbon cutting has been scheduled for Thursday, May 25<sup>th</sup>. Mr. Harlan invited Commissioners to attend the ribbon cutting if their schedule allows.

**ACTION ITEMS – Discussion and Possible Approval**

**2) FLIP 2022-23 Budget Revision Request, Playzeum Yuba Sutter**

Ms. Blake referenced the staff report contained in the meeting packet and noted the program request for a budget adjustment for fiscal year 2022-2023.

Staci Howell, Families Learning in Play (FLIP) Coordinator, noted one FLIP program specialist is currently on leave. Ms. Howell noted Infant Toddler Play class series will be decreased by 5 classes due to the increased cost of subcontracting temporary staff. Ms. Howell & the additional FLIP Program Specialist will facilitate FLIP classes assigned to staff that is on leave. The requested budget line-item adjustments do not alter the total grant award as previously approved by the Commission.

On motion of Commissioner Patton, seconded by Commissioner Gulbrandsen, Chairman Ziegenmeyer called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Patton, Dhaliwal, Byers, Osumi, Boomgaarden, Patton; ABSTAIN: None; NOES: None; ABSENT: Commissioners Ritner, Eberhardt-Rios the Commission approved the FLIIP 2022-23 budget revision request as presented.

**3) 2020-2023 Applied Survey Research Contract Amendment**

Chairman Ziegenmeyer requested the item to be postponed to the June 2023 meeting agenda.

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**PUBLIC HEARING**

**4) Presentation of First 5 California FY 21-22 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 37. 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 2021-2022 Annual Report, the matter was called to be heard. There being no public testimony, Chairman Ziegenmeyer closed the public hearing.

**5) Review of Sutter County Children & Families Commission 2020-2025 Strategic Plan**

Ms. Blake referenced the 2020-2025 Sutter County Children & Families Commission Strategic Plan contained in the meeting packet. Ms. Blake noted no revisions are necessary and the strategic plan is consistent with the purposes of the Proposition 10 and adopted State Commission guidelines. 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 the 2020-2025 Sutter County Children & Families Commission Strategic Plan, the matter was called to be heard. There being no public testimony, Chairman Ziegenmeyer closed the public hearing.

**6) 2022-2023 Sutter County Children & Families Commission Proposed Budget Revision**

Ms. Blake referenced the staff report & revised FY 2022-2023 budget contained in the meeting packet and noted revisions include additional revenue the Commission was able to obtain through one-time and other grant opportunities and adjustments to the Proposition 10 revenue decreased due to projections by the Department of Finance related to the recent passage of Proposition 31. Ms. Blake also noted due to additional revenue opportunities the decrease of overall administrative expenses to 12.5% from 13.27% as well as, Commission reserve funds will not be utilized this fiscal year.

This having been heretofore fixed as the date, time and place to hold a Public Hearing regarding the presentation of the 2020-2025 Sutter County Children & Families Commission Strategic Plan, the matter was called to be heard. There being no public testimony, Chairman Ziegenmeyer closed the public hearing.

On motion of Commissioner Gulbrandsen, seconded by Commissioner Byers, Chairman Ziegenmeyer called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Patton, Dhaliwal, Byers, Osumi, Boomgaarden, Patton; ABSTAIN: None; NOES: None; ABSENT: Commissioners Ritner, Eberhardt-Rios the Commission approved the 2022-2023 Sutter County Children & Families Commission budget revision request as presented.

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## **CONSENT CALENDAR**

On motion of Commissioner Byers, seconded by Commissioner Patton, Chairman Ziegenmeyer called for a roll call vote that carried as follows: AYES: Commissioners Ziegenmeyer, Dhaliwal, Byers, Patton, Osumi, Gulbrandsen, Boomgaarden ABSTAIN: None; NOES: None; ABSENT: Commissioners Eberhardt-Rios, Ritner;; the Commission approved the Consent Calendar, as follows:

### **7) Approval of the minutes for the January 18, 2023 meeting**

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## **DIRECTORS REPORT**

### **Tiny Library Partnership**

Ms. Blake noted a partnership with SAYlove to provide books for 5 tiny libraries located in Sutter County. Books include information on how to enroll in the Commission's Imagination Library program.

### **Potter the Otter: A Healthy Adventure Exhibit**

Ms. Blake noted an exciting opportunity provided by First 5 Santa Clara & the Children's Discovery Museum of San Jose to host the temporary hands-on interactive, STEM based children's museum exhibit Potter the Otter: A Healthy Adventure at the Suter County Museum. The exhibit will be available June 10<sup>th</sup> through July 30<sup>th</sup> during regular business hours with free admission at the Sutter County Museum. A community kick-off event is scheduled June 10<sup>th</sup> from 12:00 pm- 4:00 pm.

### **Born Learning Trail**

Ms. Blake note the Born Learning Trail ribbon cutting event flyer & invited Commissioners to attend.

### **In the Community**

Ms. Blake provided a comprehensive slide show of events staff has been in attendance the last several months.

## **Program Reports**

Ms. Blake noted the program reports contained in the meeting packet.

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## **PUBLIC COMMENT**

No public comment was received.

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## **ADJOURNMENT**

With no further business coming before the Commission, the meeting was adjourned at 4:27 p.m.

By:  
Julie Price  
Executive Secretary