

**FIRST 5 COLUSA  
CHILDREN AND FAMILIES COMMISSION**

**Minutes of Public Meeting**  
Tuesday, June 16, 2009

Closed Session: Annual Evaluation of Commission Assigned Executive Director

*\*Review was moved to the end of the agenda, after item XIII*

Announcement of closed session: Evaluation of Executive Director finalized with a positive evaluation.

The meeting of the First 5 Colusa Children and Families Commission was called to order at 3:36 p.m. at the First 5 Conference Room, 320 5<sup>th</sup> Street, Suite A, Colusa, California. Commissioners Ginger Harlow, Dolores Gomez, Nancy Parriott, Barbara Hankins and \*Kim Vann were present constituting a quorum to begin the meeting led by Commissioner Dolores Gomez, Chair.

*\*Commissioner Vann joined the meeting at 3:44 pm*

Absent: None

Staff in attendance: Jennifer Long, Executive Director, Denise Erickson, Administrative Assistant/Program Coordinator

Public in attendance: Wendy P. Burke, Michelle Johnson, Trini Ferreira, Colusa County Library

Items discussed in accordance with the publicly posted agenda were as follow:

**2. Approval of Minutes: April 14, 2009 Meeting Minutes**

Minutes were reviewed. Commissioner Hankins moved to approve the minutes with noted changes; motion seconded by Commissioner Harlow. The motion passed unanimously by voice vote (4/0)

**3. Review of the Financial Report**

*\*Commissioner Vann joined the meeting 3:44pm*

A total of 24 (twenty-four) claims were presented for payment with a total of \$114,486.71. Commissioner Harlow moved to approve and pay claims as presented; motion seconded by Commissioner Parriott. The motion passed unanimously by voice vote (5/0)

#### **4. Public Comment and Unscheduled Matters**

Ms. Long announced that Jesana Boza-Hodsdon became a US Citizen and that the FACCC received a block grant of \$2000.00.

#### **5. Approval of Kinder Camp Contracts for Summer 2009**

- Arbuckle Elementary School
- Burchfield Primary School
- Grand Island Elementary School
- Our Lady of Lourdes Parrish School
- Williams Elementary School

Contracts were reviewed. Commissioner Parriott moved to approve the contracts as presented; motion seconded by Commissioner Vann. The motion passed unanimously by voice vote (5/0)

#### **6. Public Hearing for Review of Commission Strategic Plan-4:00**

*Commission moved to item VIII due to time of 3:50pm*

Commissioner Gomez opened the public hearing at 4:03 p.m., no comments were made; Commissioner Gomez closed at 4:04 p.m.

#### **7. Approval of Changes to Commission Strategic Plan**

Ms. Long asked the Commission to postpone any changes to the Strategic Plan until the State gives an update on the Legacy Program at the July 15 meeting. Ms. Long recommends no changes at this time.

The Commission reviewed the Strategic Plan and no changes made.

#### **8. Fiscal Year 2009/10 Budget**

Budget was reviewed and brief discussion held. Commissioner Vann moved to approve the budget as presented; motion seconded by Commissioner Hankins. The motion passed unanimously by voice vote (5/0)

*Commission returned to item VI and followed agenda items.*

#### **9. Contract Modification with Colusa County Free Library**

The Colusa County Free Library asked to modify the Statement of Work to reduce the number of visits to childcare providers to 9 per year and also to reduce the amount of sites visited. Discussion held and Commission recommends forming a committee consisting of Ms. Long, Commissioners Gomez and Harlow, Wendy P. Burke and Michelle Johnson. Direction given for the Committee to create and approve a new contract to start on August 12, 2009 for submission to the August 11, 2009 Board of Supervisors meeting.

## **10. Contract Modification with Colusa County Transit**

Modification was reviewed and Commissioner Parriott moved to approve the Modification with noted change; motion seconded by Commissioner Hankins. The motion passed unanimously by voice vote (5/0)

## **11. Regional Impact Report**

Ms. Long informed the Commission that the Region would use TA monies and the remaining balance would be split amongst the counties by size. Direction given for Executive Director to inform the Region of First 5 Colusa's interest in the report and to get an estimate on the cost.

## **12. Healthy Kids, Healthy Future Update**

Ms. Long informed the Commissioners that as of October 2010 Colusa Healthy Kids will be losing 19 out of the 31 paid slots for 6-18 yr olds due to the larger foundations withdrawing support of Healthy Kids programs statewide. Commission staff will use the Transition Manual to disenroll the children.

## **13. Executive Director Report**

Ms. Long provided the Commission with a written report prior to the meeting.

## **14. Adjournment**

The meeting was adjourned at 5:34 p.m.  
The next schedule meeting will be held on Tuesday August 11, 2009, 3:30-5:30 p.m. at the First 5 Colusa Conference Room.

Minutes prepared by Denise Erickson, Administrative Assistant

Attachment A: Financial Report and Balance Sheet

Attachment B: Kinder Camp Contract for FY 2008/09

Attachment C: Colusa County Children and Families Commission Strategic Plan  
2007-2010

Attachment D: First 5 Colusa Operating Budget Fiscal Year 2009/10

Attachment E: Contract and Contract Modification with Colusa County Free Library

Attachment F: Contract Modification with Colusa County Transit

Attachment G: Northwest Region Impact Report

Attachment H: Healthy Kids, Healthy Future 0-5 Utilization Report

Attachment I: Executive Director's Report