

**FIRST 5 COLUSA  
CHILDREN AND FAMILIES COMMISSION**

**Minutes of Public Meeting**

**Tuesday, January 13, 2009**

The meeting of the First 5 Colusa Children and Families Commission was called to order at 3:33 p.m. at the First 5 Conference Room, 320 5<sup>th</sup> Street, Suite A, Colusa, California. Commissioners Nancy Parriott, Barbara Hankins, Dolores Gomez, and \*Kim Vann were present constituting a quorum to begin the meeting led by Commissioner Dolores Gomez, Chair.

*\*Commissioner Vann joined the meeting at 3:40 pm*

Absent: Ginger Harlow

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

Public in attendance: Barbara Salazar, Colusa County Transit, Michelle Johnson and Wendy Penrose, Colusa County Library

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

**2. Approval of Minutes: November 18, 2008 Meeting Minutes**

Minutes were reviewed. Commissioner Parriott moved to approve the minutes as presented; motion seconded by Commissioner Hankins. The motion passed unanimously by voice vote (3/0).

**3. Review of outstanding invoices and approval of payment for expenses**

*(Commissioner Vann joined the meeting 3:40 pm)*

A total of 17 (seventeen) claims were presented for payment for a total of \$14,970.34. Commissioner Hankins moved to approve and pay claims with noted corrected invoice from Matson & Isom; motion seconded by Commissioner Parriott. The motion passed unanimously by voice vote (4/0).

**4. Public Comment and unscheduled matters**

Wendy Penrose introduced herself as the new Library Director.

**5. Oral Report from Colusa County Transit**

Barbara Salazar reported that ridership was up for 2<sup>nd</sup> quarter. This was attributed to one family in particular using the service to see their child at UC Davis in Sacramento.

**6. School Readiness Report**

Ms. Erickson provided written reports prior to the meeting. Ms. Erickson also informed the Commissioners that she plans on sharing "Best Practices" at the Kinder Transition meeting with lead teachers to share parent comments from surveys.

## **7. Update Commission Policy & Procedure Manual**

Commissioner Hankins moved to approve the updated Commission Policy & Procedure Manual with noted addition; motion seconded by Commissioner Parriott. The motion passed unanimously by voice vote (4/0).

## **8. Update on State Budget Proposal**

Ms. Long informed the Commissioners on recent articles in local papers and brief discussion was held. Also discussed, was the possibility of a Special Election that may be held in 90 days. Ms. Long provided Commissioners with a handout on Prop 10 & First 5 Colusa information. Direction given to fix typo and change layout before distribution.

## **9. Support of Proposal from Managed Risk Medical Insurance Board (MRMIB)**

Discussion held. Ms. Long recommended funding, up to \$28,000.00 to the State Commission for MRMIB with contingencies.

Commissioner Parriott recommended approval of the Proposal from MRMIB to expand the Healthy Families Program as long as contingencies are met by either the State Commission and/or MRMIB; motion seconded by Commissioner Vann. The motion passed unanimously by voice vote (4/0).

## **10. Executive Director Report**

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

## **11. Adjournment**

The meeting was adjourned at 4:50 p.m.

The next scheduled meeting will be held on Tuesday March 3, 2009 3:30 p.m.-5:30 p.m. at the First 5 Colusa Conference Room.

Minutes prepared by Denise Erickson, Administrative Assistant / Program Coordinator

Attachment A: Financial Report and Balance Sheet

Attachment B: School Readiness Reports

Attachment C: Commission Policy & Procedure Update

Attachment D: Memo on Support of MRMIB Proposal

Attachment E: Letter to David Kears, Vice Chair First 5 California

Attachment F: Executive Director's Report

Attachment G: Prop 10 & First 5 Colusa informational handout