

**FIRST 5 COLUSA  
CHILDREN AND FAMILIES COMMISSION**

**Minutes of Public Meeting  
Thursday, June 2, 2011**

The meeting of the First 5 Colusa Children and Families Commission was called to order at 10:08 a.m. at the First 5 Conference Room, 320 5<sup>th</sup> Street, Suite A, Colusa, California. Commissioners Dolores Gomez, Caroline Roady and Ginger Harlow were present constituting a quorum to begin the meeting led by Commissioner Dolores Gomez, Chair.

Absent: Kim Vann, Bonnie Davies

Staff in attendance: Jennifer Long, Executive Director, Denise Erickson, Early Learning Program Coordinator/Admin Asst.

Public in attendance: None

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

**2. Announcement of Recusals**

None

**3. Approval of Minutes: April 7, 2011 Meeting Minutes**

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

**4. Review of the Financial Report**

A total of twenty-three (23) claims were presented as paid or outstanding invoices for a total of \$91,125. Commissioner Roady moved to approve and pay claims as presented; motion seconded by Commissioner Harlow. The motion passed by voice vote (3/0).

**5. Public Comment and Unscheduled Matters**

No public comment.

**6. Update on AB99 Litigation**

Ms. Long informed the Commissioners that the Governor's May revise was released however, the Assembly Budget Committee wishes to repeal AB99 if

County Commissions are willing to give the 950 million at the local level. The Senate Budget Committee does not wish to repeal AB99 and wants to see the outcomes of the law suits from counties. Both agree that the revenue from AB 99 should not be counted with pending law suits.

#### **7. Kinder Camp Contracts for Summer 2011**

- Colusa Unified
- Maxwell Unified
- Pierce Joint Unified
- Our Lady of Lourdes

Contracts were reviewed. Commissioner Roady moved to approve the contracts with the total dollar amount confirmed and noted changes; motion seconded by Commissioner Harlow. The motion passed unanimously by voice vote (3/0).

#### **8. Governmental Accounting Standards Board (GASB) 54 Policies**

Ms. Long reviewed changes which includes the First 5 Colusa bank account always having one years revenue in the account. Ms. Long presented the GASB changes to the auditor for compliance. All compliance met. Commissioner Harlow moved to approve the GASB 54 Policies as presented; motion seconded by Commissioner Roady. The motion passed unanimously by voice vote (3/0).

#### **9. Healthy Kids Healthy Future Contract Extension**

Ms. Long informed the Commission that she stepped down as treasurer from the regional non-profit board. The regional board is going through major changes over the next few months and she feels a new person will better serve the group. Ms. Long informed the Commission that there are enough funds in the existing contract which expires June 30, 2011 and recommends a contract extension until February 29, 2012. Commissioner Roady moved to approve the contract with noted correction; motion seconded by Commissioner Harlow. The motion passed unanimously by voice vote (3/0).

#### **10. Memorandum of Understanding with Sutter Children & Families Commission**

Discussion held regarding Colusa providing services to Sutter Children & Families Commission for the Early Steps to School Success Program. Commissioner Roady moved to approve the MOU with noted corrections and additions; motion seconded by Commissioner Harlow. The motion passed unanimously by voice vote (3/0).

#### **11. CARES Plus Update**

Ms. Long provided the Commission with an update on the current situation with CARES Plus at the state and local level.

#### **12. Review of Commission Strategic Plan**

Discussion held, no changes made. Commissioners agreed that a four hour working meeting shall be held in the spring to update the current plan, which is due to expire June 2012.

**13. Executive Director Report**

Ms. Long provided the Commissioners with a written report prior to the meeting. Ms. Long reported that revenue projections were released from the Department of Finance, with actual birth rates. She also shared that she spoke with Burchfield regarding office space and though they are open to it, it can not be done within the timeframe needed by the Commission.

**14. Adjournment**

The meeting was adjourned at 11:00 a.m.  
The next scheduled meeting will be held on Thursday August 4, 2011, 10:00-noon at the First 5 Colusa Conference Room.

Minutes prepared by Denise Erickson, Administrative Assistant

- Attachment A: Financial Report and Balance Sheet
- Attachment B: FY 2010/11 Kinder Camp Budget and Contract
- Attachment C: Fund Balance Reporting Policy
- Attachment D: Modification of Contract with HKHF
- Attachment E: MOU with Sutter County Children & Families Commission
- Attachment E: Executive Director's Report