

**FIRST 5 SISKIYOU CHILDREN AND FAMILIES
COMMISSION MEETING
Siskiyou County Office of Education
609 S. Gold St. Yreka
October 25, 2017**

Note: The Public Hearing scheduled prior to this meeting was cancelled.

Commissioners Present: Chair Walters, Vice Chair Perry, Commissioner Kobseff, Commissioner Walsh and Commissioner Washington

Commissioners Absent: Commissioner Kolpacoff

Also Present: Executive Director Karen Pautz, and Administrative Services Coordinator, Cheryl Sanchez, Robin Watson, Debby Whipple, and Eve Rooker.

PUBLIC INPUT: Eve Rooker, Executive Director for the Scott Valley Family Resource Center reported that the FRC is hosting an open house for Domestic Violence Awareness month. Robin Watson and Debby Whipple, representing the Fairchild Medical Auxiliary thanked the Commission and staff for their incredible support for their Books for Babies program. They provided the Commissioners a sample of their new tote filled with books and other items which are delivered by the nurses to new moms in the hospital. They also plan on developing “My First Library Card” for babies, Imagination Library applications, and focus on special projects and patient services in 2018.

MINUTES APPROVAL:

1. **Approval of minutes for the September 27, 2017 Commission Meeting.** ED Pautz noted that the number of children reported as registered for the Imagination Library was overstated at 701 – should be 601 at that time. We are now at 700.

Action: It was moved by Vice Chair Perry and seconded by Commissioner Washington to approve the minutes for the September 27, 2017 Commission Meeting with the correction on the numbers for the Imagination Library. Motion was approved with abstention of Commissioner Kobseff who did not attend.

(Note: In the interest of time the Commission requested a re-order of the agenda)

CONSENT AGENDA

1. Financial Report – September 2017
2. Out of County travel – National Home Visiting Summit – 1/31-2/2/2018 – Washington, DC – Michelle Harris, Bliss Bryan and ED Pautz

Action: It was moved by Commissioner Kobseff and seconded by Commissioner Washington to approve the Consent Agenda as presented. Motion was approved unanimously.

ACTIONS ITEMS

1. Review and approval of new office sublease agreement for increased space – November 2017 – June 30, 2018

Action: It was moved by Commissioner Kobseff and seconded by Vice Chair Perry to approve the new office sublease agreement for increased space from November 1, 2017 through June 30, 2018 as presented. Motion was approved unanimously.

- 2. Discussion and possible action on request from Scott Valley USD for \$2,000 to help with purchase of early childhood playground equipment.** It was noted by Chair Walters that this is the first request of this nature presented to First 5 and we need to make sure it fits within our goals. ED Pautz explained that the school has a preschool at their site which is available to the public and the community's small children. The \$2,000 is a small percentage of the cost of the playground equipment. ED Pautz recommended approval. Commissioner Washington questioned if First 5 was prepared to do this for other elementary schools. ED Pautz suggested we create a policy for a certain amount (\$10,000) to be set aside each year for program improvements. We could request matching funds from Ford Family Foundation and others to help with some of the efforts or look at systems that go beyond First 5 dollars. She also said 7-10 years ago First 5 provided a donation to improve playground for the preschool in Big Springs. Funds could be applied for as needed. Many of the elementary schools now have transitional kindergarten and smaller schools could use some seed money. Commissioner Kobseff suggested a plaque mounted permanently to the play equipment crediting First 5 for the donation.

Action: It was moved by Commissioner Washington and seconded by Commissioner Walsh to approve funding in the amount of \$2,000 be provided to the Fort Jones Elementary School for its play equipment fund as presented. Motion was approved unanimously.

- 3. Adoption of revised First 5 Photo Release Form.** This item was tabled from previous meeting for revisions.

Action: It was moved by Commissioner Kobseff and seconded by Vice Chair Perry to approve the Photo Release Form as revised. Motion was approved unanimously.

EXECUTIVE DIRECTOR REPORT: Written report was distributed to the Commissioners.

- ED Pautz announced three new events coming up in November and December:
 - Read Across Siskiyou – November 8
 - Ages and Stages Questionnaire and a training on Self-Regulation and Attachment
- She spent considerable time with Butte Valle CRC. She received a call from ED Karen McMillan, recommended the center close its doors and asked to be on the call with Board members. She learned that Board members had not had access to

financials for four months. Since then all Board members have resigned as well as ED McMillan. The center is closed. ED Pautz said she would discuss with Assistant County Counsel Dana Barton how to retrieve resources we have in that location. We are thankful we did not pay them in advance this year – no contract has been executed and no funds advanced. Contract had been withheld pending submission of mandated year-end report. She said it is a huge loss for the community. The building owner said he was unaware that the Board had resigned. He suggested we can move things belonging to First 5 and he would connect with the Chair of the Board and keep us posted. ED Pautz said they did a lot of great work but did not do the work needed on the Board. We will work with the community on the potential of connecting with the library and work together to offer some programs through the Library to continue our efforts. Kristy Walton, the child development person, has not been paid. Commissioner Washington questioned what happens to families that have to participate in the courts. Commissioner Walsh said that HHS provides transportation under CPS or CalWorks, but that it is hard to get them to come into Yreka. We will continue to provide some services to the community.

- In McCloud, Terry Thorne, early childhood person, has connected with the library about starting a playgroup and story time at the library.
- Scott Valley FRC – the year-end financial report is getting closer. Eve has been working with her Board to have the financials passed on to her to avoid multiple reviews. They are currently using a cost-based allocation system for staff time and some of the expenses that doesn't work with First 5 accounting practices. The Board Chair has been reluctant to make this change.
- Happy Camp – in best practices not every visit should be an announced visit. ED Pautz met with parents and followed up by observing a playgroup during Farmers Market. She was impressed with the child development person and the children playing and adults interacting. The child development specialist shared how much she enjoyed participating in Chris Brown's well organized training. ED, Abby Yeager, would like to have a direct contract with our Commission – they are under YCRC direction now. ED Pautz said she is cautious as she has not met with their Board yet and the ultimate responsibility lies with the Board. Before we consider a proposal she would set up a meeting to test their functionality and make sure Board members are not related among other things.
- Mt. Shasta – Chair Walters questioned the progress on the restructure of the Mt. Shasta CRC. ED Pautz said she is impressed with their Board – they appear to be on top of things. Michelle O'Gorman is acting director for all sites and Alex Rivera is the site coordinator for Mt. Shasta and Weed. That position was offered to long-time employee, Laurie Gardner, but she declined citing she did not want the extra stress of that position. She is doing well managing the center and comfortable to know that Michelle is in charge of finances. Alex is a good fit for Mt. Shasta in bridging services and reaching out to the community.
- Weed – Andrea Herr is a strong program director there – they have good systems in place. The community has not sensed the changes.
- There was discussion about hiring principals that really care about the children and the community and teachers working with their teachers to see if children are ready for transitional kindergarten. We will continue to increase resources for kindergarten

teachers and continue to elevate our public education about the importance of the first years in a child's life.

- ED Pautz promised to send a link for the Help Me Grow video to the Commissioners.

COMMISSIONERS' REPORTS

DISCUSSION

1. The Public Hearing will be scheduled for November 9 on the audit and annual report and will be in conjunction with the Commission meeting. The Commission meeting scheduled for December 6 will be cancelled.

Adjourn: Meeting was adjourned at 9:50 am.

Kermith Walters, Commission Chair

Attest: _____
Cheryl Sanchez, Recording Secretary