

**FIRST 5 SISKIYOU CHILDREN AND FAMILIES  
COMMISSION MEETING  
Siskiyou County Office of Education  
609 S. Gold St. Yreka  
February 28, 2018**

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

**Commissioners Absent:** Commissioner Kolpacoff and Commissioner Walsh

**Also Present:** Executive Director Karen Pautz, and Administrative Services Coordinator, Cheryl Sanchez, Eve Rooker, Katy Popa and Michelle O’Gorman

**PUBLIC INPUT:** Eve Rooker, Executive Director, Scott Valley Family Resource Center, reported that their Board chair has submitted her resignation. They are working on changes in accounting policies and procedures.

**MINUTES APPROVAL:**

1. **Approval of minutes for the January 31, 2018 Commission Meeting.**

**Action:** It was moved by Vice Chair Perry and seconded by Commissioner Washington to approve the minutes for the January 31, 2018 Commission Meeting as presented. Motion was approved unanimously.

**CONSENT AGENDA**

1. Financial Report – through January 2018
2. First 5 attendance to DKG Statewide Conference to co-present DPIL partnership

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

**ACTIONS ITEMS**

1. **Discussion and possible action on approval of preliminary budget for FY 2018-2019.** The Advisory Group reviewed the budget and ED Pautz distributed the amended version to the Commissioners. ED Pautz said adjustments are being made in the contracted services area by shifting some SOW responsibilities to a community based organization. A staff member was added in 17-18 to basically do marketing coordination. That position did not work out as anticipated but the proposal is to continue that position for an additional six months and maintain work with partners to sustain the position a bit differently than planned. The individual is highly dependable, has excellent data skills, is committed and works well with the community, so it is worth retaining the position until something else is available. In response to Vice Chair Perry’s question, ED Pautz explained that the zero revenues in the budget resulted because although we have received verbal commitments, no contract is in place so no funds were included in the preliminary budget. The County organizations are looking at some additional ways to leverage funds to replace those lost from the CCP grant. We should have more information for the next meeting. ED Pautz noted that First 5 has just received notice

that the Home Visiting Colloabortive grant has been renewed for an additional two years at \$90,000 per year

**Action:** It was moved by Vice Chair Perry and seconded by Commissioner Kobseff to approve the preliminary budget for FY 2018-2019 as amended. Motion was approved unanimously.

- 2. **Review and approval of Policy for Program Funding Procedures.** This item was tabled at the January 31 for review and amendment and brought forward for approval.

**Action:** It was moved by Vice Chair Perry and seconded by Commissioner Kobseff to approve the Policy for Program Funding Procedures as amended. Motion was approved unanimously.

**DISCUSSION AND PRESENTATIONS**

- 1. **Kindergarten Readiness Assessment Finding Presentation – 8:50 – 9:55 am.** Lisa Colvig-Niclai, Applied Survey Research, joined the meeting via Skype. Lisa took the Commissioners visually through the KR Assessment, explaining the various findings. These assessments will be presented to each participating school and the goal is to reach every school by the end of March. ED Pautz said her next project is to work on First 5’s Strategic Plan for 18-19 and she invited the Commissioners to be part of the work group.

**EXECUTIVE DIRECTOR REPORT** – In the interest of time the ED Report was tabled to the next meeting.

**DISCUSSION**

- 1. ED Pautz said the annual site visits are due and requested participation from any Commissioners who could be available. These will include Klamath Health Services, our Grantee that performs the screening services. Vice Chair Perry said he would be interested in visiting Happy Camp and Tulelake/Newell and Commissioner Washington volunteered for Montague HUB. ED Pautz will provide a schedule.

**Adjourn:** Meeting was adjourned at 10:35 am.

\_\_\_\_\_  
Kermith Walters, Commission Chair

Attest: \_\_\_\_\_  
Cheryl Sanchez, Recording Secretary