



CHILDREN & FAMILIES COMMISSION MEETING MINUTES
SPECIAL COMMISSION MEETING- 24 HOUR NOTICE

WEDNESDAY– June 1, 2022 – 10:30 A.M.

Via ZOOM

FIRST 5 GLENN COUNTY – NURTURING NEST
1035 WEST WOOD STREET – WILLOWS, CA. 95988
(530) 934-6885

Commissioners Present via Zoom: Action Items were addressed by the following quorum.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Chairperson Dwight Foltz | <input type="checkbox"/> Dianna Camarena |
| <input checked="" type="checkbox"/> Co-Chair Bill Wathen | <input checked="" type="checkbox"/> Ken Hahn |
| <input checked="" type="checkbox"/> Heather Aulabaugh | |

Alternate Present: Christine Zoppi

Executive Director: Patricia Loera

Administrative Assistant: Cindi Ambriz

Others Present:

1. **CALL TO ORDER:**

Chairperson Foltz called this board meeting to order at 10:33a.m.

2. **ESTABLISH QUORUM:**

Quorum was established

3. **VERIFICATION OF POSTING OF AGENDA:**

Executive Director confirmed posting of Agenda 5-27-2022

4. **APPROVAL OF MINUTES:**

Commission approved **March 2**, 2022 minutes with corrections.

Comments: Commissioner Wathen presented the question as to why the March 2nd minutes did not reflect when he took over the meeting. Executive Director presented that in the recording of this meeting and confirmed in her notes that Chairperson Foltz had Adjourned the meeting prior to exiting the meeting, and it was never formally/legally reopened to establish a new meeting. This incident was reviewed with the attorney of Commission, Mark Velazquez, and it was advised that Executive Director was correct and that anything said after the Adjournment was a serial meeting. ED explained that she has consulted with Attorney and he advised that minutes go by initial Adjournment and that the safe side was that no votes were taken after Chair Adjourned meeting. She also explained that there is an Action item on the agenda for the discussion of the Bylaws. Action item 15 Commissioner Aulabaugh commented that from what she remembered not date or location were set but that it would be in May. ED explained that Commission had agreed that she would send out a date for a meeting, but unfortunately we were unable to set a date or location for the meeting due to connectivity issues, Covid exposure, and supplies being delivered to building. For this reason, a meeting was not able to be scheduled for in person. Commissioner Aulabaugh also had a questions regarding Action Item 7, she recalled that the meeting had ended before any decision was made on this item and that there was a great deal of discussion on the Bylaws. She would like it to be reflected on those minutes. She also does not recall making a Motion to approve that Action Item. ED explained that there is a recording of the meeting, and that Commissioner Aulabaugh is down as second motion and that it was to remain Chair and Co-



chair until the new year starts. Commissioner Hahn had the same concern with the missing information about the Bylaws.

- ✓ **APPROVED** **Motion to Approve:**
Heather Aulabaugh: Made first motion to approve
Bill Wathen: Made second motion to approve
ROLL CALL: Dwight Foltz, Bill Wathen, Heather Aulabaugh, and Ken Hahn

5. Public Comment:

Commissioner Aulabaugh requested 5-10 minutes at next meeting to present data Dashboard at the next meeting.

NEW BUSINESS

ACTION Item 6

POSTING OF THE 2020 - 2021 ANNUAL REPORT & EVALUATION FOR PUBLIC REVIEW & COMMENTS

Commission was informed of submission notification for Public Review & Comments of the required legal announcement placed in the local Valley Mirror for May 21, 2022. No comments were called in by community. (see attachments)

- ✓ **APPROVED** **Motion to Approve:**
Ken Hahn: Made first motion to approve
Heather Aulabaugh: Made second motion to approve
ROLL CALL: Dwight Foltz, Bill Wathen, Heather Aulabaugh, and Ken Hahn

ACTION Item 7

2020-2021 FIRST 5 GLENN COUNTY ANNUAL REPORT & EVALUATION

In accordance with **California Health & Safety Code, Section 130140 (d)(2)**, The Glenn County Children and Families Commission reviewed and discussed First 5 California's mandated **Annual Report & Evaluation** of First 5 Glenn County's 2020-2021 program year. This was posted for Public Viewing/Hearing May 25-28, 2022. SEI Consultant, Kim Hopkinson presented the report to the Commission. Commissioner Aulabaugh asked why the report was presented later in the year than if it was due in October, if the data seems to be more concise. Executive Director informed Commission that due to staff changes during the time of the report was due, we found ourselves reconfiguring and reentering data as it was not completed when these staff members transitioned out. We were approved as long as we were working with the Consultants and with Commission.

- ✓ **APPROVED** **Motion to Approve:**
Ken Hahn: Made first motion to approve
Heather Aulabaugh: Made second motion to approve
ROLL CALL: Dwight Foltz, Bill Wathen, Heather Aulabaugh, and Ken Hahn

ACTION Item 8

2019-2022 STRATEGIC PLAN & FINANCIAL FORECAST UPDATE Pursuant to Health and Safety Code Section 130140 (a)(1)(C)(iii).

Commission reviewed and discussed approval of an amendment to the 2019-2022, Strategic Plan & Financial Forecast – Thus, adding one to two additional years for research, diagnostics, and financial assumptions necessary for planning and predictions during unsettled times of Pandemic interruptions. SEI Consultant Kelly Marschall joined the meeting for this discussion with current options for moving forward. The first two options given was to move forward with current Strategic Plan & Financial Forecast: 1) EXTENDING the plan year range to allow Commission time to plan for a future plan 2) AMEND plan to change, take out, or add to existing plan. The other option was to meet in the next month

to create a new Strategic Plan & Financial Forecast. The Commission reviewed their options and discussion let them to go with the extension rout and add 2 additional years to its current Strategic Plan & Financial Forecast, making it now the **2019-2024 Strategic Plan & Financial Forecast**.

✓ **APPROVED** Motion to Approve:

Bill Wathen: Made first motion to approve for a 2-year extension with Needs Assessment requirement during these two years to better create New plan.

Heather Aulabaugh: Made second motion to approve

ROLL CALL: Dwight Foltz, Bill Wathen, Heather Aulabaugh, and Ken Hahn

ACTION Item 9

FIRST 5 GLENN COUNTY FINANCIALS

- Commissioners received statement of Tax Revenue Distributions **pursuant to California Health & Safety Code section 130150**. There was a vote recognizing and accepting the noted distributions (see attachment).

Distributions for FY 2021-22

January - \$21,084.48

February - \$5,082.10

March - \$24,441.27

TOTAL OF TAX REVENUE DISBURSEMENTS: \$50,607.85

- **Expenditure Report**

* Commission was informed that due to current Cyber-attack of GCOE, Glenn County School District servers, and all Special Districts' (First 5) data and reports have been compromised, and unable to provide the current Comparative Budget report or the update of Expenditures and Payments at this time. All financials available were be reported out by Director of Finance, Randy Jones. Mr. Jones explained he was able to retrieve some information and that new system is being launched. Budget for current year \$537,390. First 9 months up to March 31 revenues were- \$196,454.53, expenses were- \$403,643.11 with short fall of \$207,198.58. This does not reflect revenue that would have come after this date. Staff is working to get everything transferred to new financial system.

- **Small Population County Funding Augmentation (SPCFA)**

Commission discuss updated information on current program funding and services. We have been paid \$47,488.60 for the last Qtr. of 2020-21 FY and are due the full reimbursement amount of \$210,951.45 for the 2021-22 FY. Presented by Director of Finance, Randy Jones and Executive Director.

✓ **APPROVED** Motion to Approve:

Heather Aulabaugh: Made first motion to approve

Ken Hahn: Made second motion to approve

ROLL CALL: Dwight Foltz, Bill Wathen, Heather Aulabaugh, and Ken Hahn

ACTION Item 10

Appointment of Commission Members – Ad Hoc Committee

Commission revisited discussion of last Meeting per request of Commissioner Chairperson-Foltz prior to Adjournment of March 2nd 2022 Commission meeting, regarding creation of an Ad Hoc Committee to review and made amendments needed to Bylaws. Commission had discussion and agreed for 2-3 Commissioners to create an Ad-Hoc Committee to review and see what changes need to be made. Chairperson Foltz asked Commissioners Wathen and Aulabaugh to be the Ad Hoc Committee. Financial Director Randy Jones also offered to help with this Committee.

✓ **APPROVED** Motion to Approve:

Ken Hahn: Made first motion to approve

Heather Aulabaugh: Made second motion to approve

ROLL CALL: Dwight Foltz, Bill Wathen, Heather Aulabaugh, and Ken Hahn

ACTION Item 11 Glenn County AB361 Compliancy 30-day resolution of the Children and Families Commission

As prescribed by current Commission, plan is approved to have “hybrid meetings”. Alternating between virtual, in-person, and locations for future meetings needs to be approved at every meeting as we continue to navigate through Covid advisements.

✓ **APPROVED** Motion to Approve:

Heather Aulabaugh: Made first motion to approve

Ken Hahn: Made second motion to approve

ROLL CALL: Dwight Foltz, Bill Wathen, Heather Aulabaugh, and Ken Hahn

ADVANCE PLANNING

**ACTION Item 12 UPCOMING CHILDREN & FAMILIES COMMISSION MEETING
NEXT SPECIAL MEETING**

WEDNESDAY July 13, 2022 Time: 10:30am Location: TBD:

Virtual Physical Location:

*Commissioners all checked their calendars and all confirmed that this date worked for them.

Item 13 UNSCHEDULED MATTERS AND PUBLIC COMMENT

Item 14 ADJOURNMENT

Meeting adjourned: 12:05 p.m.