



**CHILDREN & FAMILIES COMMISSION MEETING  
MINUTES**

**WEDNESDAY – AUGUST 7<sup>TH</sup>, 2019 - 9:00A.M.**

**FIRST 5 GLENN COUNTY – NURTURING NEST  
CONFERENCE ROOM**

**1035 WEST WOOD STREET – WILLOWS, CA. 95988  
(530) 934-6885**

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

<input checked="" type="checkbox"/> <b>Chairperson</b> Dwight Foltz	<input type="checkbox"/> Dianna Camarena
<input checked="" type="checkbox"/> <b>CoChair</b> Jody Meza	<input type="checkbox"/> Bill Wathen
<input checked="" type="checkbox"/> Melissa Stearns	<input checked="" type="checkbox"/> Paul Barr
<input checked="" type="checkbox"/> Heather Aulabaugh	

**Alternate Present:**  Christine Zoppi

**Executive Director:**  Patricia Loera

**Others Present:** Cindi Ambriz, Rosa Esparza, Phadie Irons, Sarah Fiehler

**Special Guests:** none

1. **CALL TO ORDER:**  
Chair Person Foltz called this board meeting to order at 9:05a.m.
2. **ESTABLISH QUORUM:**  
Quorum was established
3. **VERIFICATION OF POSTING OF AGENDA:**  
Cindi Ambriz confirmed posting of Agenda:  
**Thursday August 1, 2019**
4. **APPROVAL OF MINUTES:**  
Approval of Minutes: June 5th 2019 minutes  
**✓ APPROVED** **Motion to Approve:**  
Jody Meza: Made first motion to approve  
Paul Barr: Made second motion to approve



**5. Public Comment:  
None**

**NEW BUSINESS**

**ACTION Item 6 CERTIFICATION OF COMPLIANCE FOR FISCAL YEAR 2019-2020 FUNDING**

The Commission received the letter from Kathy Ellis, from First 5 California, stating that First 5 California received First 5 Glenn County's ASD-035 and required attachments, which are consistent with the requirements outlined in HEALTH and SAFETY CODE SECTION 130140.

- ✓ **APPROVED**    **Motion to Approve:**  
Heather Aulabaugh: Made first motion to approve  
Melissa Stearns: Made second motion to approve

**ACTION Item 7 CERTIFICATION OF COVERAGE BY GOLDEN STATE RISK MANAGEMENT AUTHORITY (GSRMA)**

Commission received and voted to accept the 2019-2020 Annual Certificate of Coverage by GSRMA.

- ✓ **APPROVED**    **Motion to Approve:**  
Melissa Stearns: Made first motion to approve  
Jody Meza: Made second motion to approve

**ACTION Item 8 FIRST 5 CA DISBURSEMENT**

Commissioners received the most current statement of Tax Revenue Distributions for the 2018-19 year. We are still waiting on May and June 2019 to complete the fiscal year. There was a vote to recognize and accept the noted distributions.

**January- \$6,295.69**  
**February- \$16,403.42**  
**March- \$16,046.90**  
**April- \$15,885.58**  
**Total for this update: \$54,631.59**

- ✓ **APPROVED**    **Motion to Approve:**  
Melissa Stearns: Made first motion to approve  
Heather Aulabaugh: Made second motion to approve

**ACTION Item 9**     **FIRST 5 GLENN COUNTY EXPENDITURE REPORT**

The Commission received an update of expenditures and Payments Issued for the months of June–July 2019. Current percentages of budget expenditures were available.

✓ **APPROVED**

**Motion to Approve:**

Heather Aulabaugh: Made first motion to approve

Melissa Stearns: Made second motion to approve

**Item 10**     **PRESENTATION FROM CHRISTY WHITE & ASSOCIATES: DIRECTOR SARAH FIEHLER**

The Commission was introduced to the new Director from Christy White & Associates, Sarah Fiehler, which will be doing First 5 Glenn County’s 2018-19 Audit. Mrs. Fiehler presented the process of administering and creating the Audit.

**ACTION Item 11**     **NATIONAL FIRE SYSTEMS, INC.**

Commission accepted the invoice from National Fire Systems, Inc. confirming First 5 Glenn County is in compliance with its dry chemical extinguishers annual maintenance/inspection.

✓ **APPROVED**

**Motion to Approve:**

Melissa Stearns: Made first motion to approve

Jody Meza: Made second motion to approve

**Item 12**     **GRANT OPPORTUNITY DISCUSSION**

Commission received information regarding new grant opportunities that have been shared with First 5’s throughout California. Executive Director requested input from Commissioners on creative options for funding and commitments to support a grant committee possibility for First 5 Glenn. Commission was informed that some turn around dates for grants are time sensitive.

**Item 13**     **EILCCP GRANT: PHADIE IRONS**

The Commission received information on the EICCP Grant from Phadie Irons. Mrs. Irons began by giving the Commission a refresher on how the QRIS and now the QCC works and what the process to apply for a grant is.

**Item 14**     **SEATED COMMISSION UPDATES**

Commission was advised of upcoming Term Limits. There are 5 seats to be filled or refilled by December 2019. All applications will be screened for approval at the scheduled October 2<sup>nd</sup> 2019 Commission meeting.



**ADVANCE PLANNING**

**Item 15 UPCOMING CHILDREN & FAMILIES COMMISSION MEETING**

**Next Scheduled Meeting**

**Wednesday October 2nd, 2019**

**\*\*Presentation of Annual Report and Evaluation (SEI) and Audit (Christy White & Associates)**

**Time: 9:00 a.m.**

**Location: Nurturing Nest Conference Room**

**\*\*Come prepared to schedule date for final approval of Annual Report and Audit**

**Item 16 UNSCHEDULED MATTERS AND PUBLIC COMMENT**

**Item 17 ADJOURNMENT**

**Meeting adjourned: 10:35 a.m.**

**Submitted by: Cindi Ambriz**

**Reviewed and Approved by**

**Dwight Foltz – Chairperson**

**Patricia Loera – Executive Director**

**\*\* (for additional information contact First 5 Glenn County)\*\***