



CHILDREN & FAMILIES COMMISSION MEETING

WEDNESDAY – OCTOBER 7, 2020 - 4:00 P.M.

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

AGENDA

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

QUORUM NEEDED

ORDER OF BUSINESS

- Item 1 CALL TO ORDER
- Item 2 ESTABLISH QUORUM
- Item 3 VERIFICATION OF POSTING OF THE AGENDA: 10-1-20
- ACTION** Item 4 APPROVAL OF JUNE 29, 2020 COMMISSION MEETING MINUTES
- Item 5 PUBLIC COMMENT REGARDING ANY ITEM THAT IS NOT LISTED ON THIS AGENDA (3 – minutes per person)

ADMINISTRATION

- Item 6 EXECUTIVE DIRECTOR’S ORAL REPORT

NEW BUSINESS

- ACTION** Item 7 **AUDIT REPORT CERTIFICATION FROM STATE CONTROLLER**
Standard and Procedures for Audits of Local Entities Administering the California Children and Families Act and prescribed in California Health and Safety Code section 130151 (b). The Commission will review the official letter received from **Joel James, Chief of the Financial Audits Bureau** stating that the First 5 Glenn County Audit has met the minimum reporting standards contained in the **fiscal year 2018-19**. Vote to acknowledge and accept requested of Commission.

- ACTION** Item 8 **2019-2020 FIRST 5 GLENN COUNTY ANNUAL EVALUATION REPORT DRAFT**
In accordance with **California Health & Safety Code, Section 130140 (d)(2)**, The Glenn County Children and Families Commission will review and discuss First 5 California’s mandated **Annual Evaluation Report Summary DRAFT** of First 5 Glenn County’s 2019-2020 program year. This draft was posted for the Public Viewing/Hearing October 10-12, 2020.
***Final review and approval will be October ____, 2020.**



ACTION Item 9 2019-2020 FIRST 5 AUDIT DRAFT
In accordance with **California Health & Safety Code, Section 130140(d)(2)**, The County Commission will review the **First 5 Audit DRAFT for 2019-2020**. Audit DRAFT will be posted out for the Public Viewing/Hearing October 10-12, 2019.
***Final review and approval will be October ____, 2020.**

ACTION Item 10 POSTING OF THE 2019 - 2020 ANNUAL EVALUATION REPORT AND AUDIT DRAFT FOR PUBLIC REVIEW & COMMENTS
First 5 Glenn County's Executive Director of the Children and Families Commission will submit notification for Public Review & Comments of the legal announcement to be placed in the local Valley Mirror for the October 10th and 12th printed newspaper. Vote to accept format and intention.

** All data and information from the Annual Evaluation Report and the 2019 - 2020 Audit is subject to updates and augmentation up until final approval by the Commission at meeting, on October TBA, 2020. As per compliancy final documents will be uploaded to First 5 California and State Controller's office by midnight of:

October 31, 2020

Item 11 CERTIFICATION OF COMPLIANCE FOR FISCAL YEAR 2020-2021 FUNDING
In consistency with the requirements outlined in **Health and Safety Code Section 130140**, First 5 Glenn County has submitted to First 5 California the ASD-035 and required documents needed for the Certification of Compliance for the 2020-2021 Fiscal year. This was submitted on June 30th. Letter of Compliancy was received. Funding Approved.

Item 12 NATIONAL FIRE SYSTEMS, INC.
Commission will be presented with the invoice from National Fire Systems, Inc. confirming First 5 Glenn County is in compliance with its dry chemical extinguishers annual maintenance/inspection.

Item 13 UPDATED COMMISSION DOCUMENTS: APPOINTMENT ROASTER AND MEETING LIST
Commission will review the updated documents for the 2020-21 Fiscal year.

ACTION Item 15 FIRST 5 GLENN COUNTY FINANCIALS

• Ca Tax Revenue Disbursements

Commissioners will receive statement of Tax Revenue Distributions pursuant to California Health & Safety Code section 130150. There will be a vote to recognize and accept the noted distributions (see attachment)

Distributions for FY 2019-20. This will conclude closure of books for 2019-20 Program and Fiscal Year.

April	\$20,624.39 RECEIVED 6-8-20
May	\$12,419.73 RECEIVED 7-10-20
June	\$17,645.54 RECEIVED 8-12-20

TOTAL OF TAX REVENUE DISBURSEMENTS: \$50,689.66

Distributions for FY 2020-21

July	\$17,254.88 DUE TO RECEIVE
August	\$19,005.62 DUE TO RECEIVE

Prop10 revenue for August 2020 has been received by F5CA. We submitted the claim for county disbursements to the State Controller's Office on 9/29/2020 and anticipate warrants being released for mailing in the next few business days.

TOTAL OF TAX REVENUE DISBURSEMENTS: \$32,260.50

Vote to Accept.

• Expenditure Report

The Commission will receive an update of Expenditures and Payments Issued for the months of July-September 2020. Current percentage of budget expenditures will be available. Vote to accept.

• First 5 California County Tax Revenue Projections

Commission will also receive the First 5 California County Tax Revenue Projections for 2018-19 through 2024-25.

ACTION Item 16 DONATIONS TO FIRST 5 GLENN COUNTY

Commission will be presented with the Donations made to First 5 Glenn County.

- 1) Community Member wishing to stay anonymous for \$7,500
- 2) First 5 Alameda County for \$4,999
- 3) First 5 Tuolumne County transferred supplies.

ADVANCE PLANNING

ACTION Item 17 UPCOMING CHILDREN & FAMILIES COMMISSION MEETING

NEXT SPECIAL MEETING

WEDNESDAY OCTOBER , 2020 Time: 4:00 p.m. Location: ZOOM

****APPROVAL of Annual Report and Evaluation & Audit 2019-20**

(Subject to change due to COVID-19 reporting requirements of first 5 California)

NEXT SCHEDULED MEETING
WEDNESDAY DECEMBER 2nd, 2020 **Time: 4:00 p.m.** **Location: ZOOM**

Item 18 UNSCHEDULED MATTERS AND PUBLIC COMMENT

Item 19 ADJOURNMENT