

First 5 Tuolumne County Commission  
Minutes of Meeting 1:30 p.m., July 14, 2010  
Tuolumne County Health Department – Conference Room  
20111 Cedar Road North, Sonora, CA 95370

The meeting was called to order at 1:30 p.m. by Commissioner Alford.

Attendees were welcomed by Commissioner Alford and introductions were made.

Commissioners Present: Alford, Ashton, Bass, Braia  
Commissioners Absent: Denney, Kearns  
Ex-Officio Members Present: Thompson  
Ex-Officio Members Absent: Seegers, Sells, Williams  
Staff Present: Kruse  
Members of the Public Present:

Public Comment

There were no comments from the public.

Action Items

1. Action on Approval of Minutes for June 23, 2010

Commissioner Ashton identified three corrections: (1) Item 5, second motion should be to support the Campaign to Save Child Care; (2) Item 9, paragraph two, should be corrected to delete the words “reducing eligibility criteria” and replacing them with “increasing exemptions;” (3) Item 9, paragraph five, the word excited is misspelled and should be corrected.

Motion: to accept the minutes with corrections as noted

Moved: Commissioner Ashton

Seconded: Commissioner Bass

Motion carried: 4 ayes, Commissioners Denney and Kearns being absent from the vote

2. Action on Emergency Repayable Grant Program for FY 10-11

Sheila Kruse clarified the changes in the application.

Motion: To approve setting aside \$300,000 for an Emergency Repayable Grant Program for FY 10-11, with an amount not to exceed \$300,000 in grants and following the process and criteria attached, and to keep open the option of an ad-hoc committee should one be desired.

Moved: Commissioner Ashton

Seconded: Commissioner Braia

Motion carried: 4 ayes: Commissioners Denney and Kearns being absent from the vote

Sheila Kruse requested clarification about the process of the ad-hoc committee. Commissioner Ashton stated that Sheila Kruse should inform Commissioner Alford if applications were received, so that an invitation to participate could be extended to interested Commissioners.

Sheila Kruse relayed that, in the past, the Commission had authorized the Chair to sign contracts if needed prior to a regularly scheduled Commission meeting. Commissioner Bass asked for clarification on the terms “long term stability” in the application and noted that it was somewhat subjective. Sheila Kruse noted that the intention was to only fund organizations that had long-standing

contracts with the State of California, and she would interpret this as at least five years. Also there would be the expectation that an organization had a history of established solvency and financial stability in the community for at least that long, in order to reduce risk to the Commission. Commissioner Bass noted that the terms could be more specific. Commissioner Alford noted that setting a certain number of years could exclude an agency that had been in business for fewer years but had demonstrated sound fiscal practices. Sheila suggested that replacing the words “long term stability” with “long term financial and programmatic stability.” Discussion ensued around stating a timeline such as 3-5 years. Commissioner Bass stated her support for five years. Sheila suggested not requiring a certain number of years in the application, but having the flexibility of coming back to the Commission if an agency had been in business for fewer than 5 years, but was able to make a strong argument for eligibility and financial stability.

Motion: That the Commission authorize the Chair of the Commission to sign resulting contracts without full Commission action to approve, if time constraints dictate, and upon grantees meeting all of the conditions in the criteria for funding. This is to include the following conditions: that the application be modified to add the words “financial and programmatic” to “long term stability” and that Sheila Kruse be instructed to delay any decision on an agency that met the criteria, but had been in business for less than five years, and to bring the decision to the Commission for consideration.

Moved: Commissioner Braia

Seconded: Commissioner Bass

Motion carried: 4 ayes: Commissioners Denney and Kearns being absent from the vote

### Discussion Items, Reports, and Information Items

#### 3. Financial Report for May 2010.

Sheila Kruse noted that revenues increased slightly in the fourth quarter (April-May). She noted that, if June revenues come in at a similar level, the revenues will come in slightly over budget for the year (at 15% decline from previous year versus the 17% budgeted). Sheila provided updates on a few grantees. The Family Learning Center received some funds at year-end from DSS, thus saving some First 5 funds, which are always used as the funds of last resort. The program may be asking the Commission for a budget adjustment for next year to allow for some carry-over of funds. Mind Matters had a slow start, but the program noted that they often see a jump in the fall and again at the first of the calendar year. As the grant started in February, they have not seen this impact yet. Sheila reported that she had offered to assist with outreach, as needed in the Fall. Dr. Thompson is having an upcoming meeting with Dr. Rojas. Behavioral Health has told them that they get very few children under age 5 referred to them. Sheila reminded Commissioners to put the word out about the program through their own agencies.

Commissioner Ashton reported that Child Welfare will soon be doing early screening and will be training community members on the ASQ-3 (Ages and Stages Questionnaire -3<sup>rd</sup> revision), and that would help with resulting referrals. In response to a question from Commissioner Braia, Sheila

clarified that it was an early screening tool filled out by parents, user-friendly, non-threatening, and used extensively by First 5 programs throughout the state.

Sheila noted that Kathy Amos from Public Health has notified her that it will have some trouble meeting the term of the support contract with First 5, because of a shortage of staff resulting from the budget cuts. Sheila noted that she has assumed the support duties in the interim. The Health Dept. has noted that they will try and get some relief worker help for packet preparation, etc. In the meantime, Sheila has told Kathy Amos that she will make it work, and the Health Dept continues to allow access to copy machines and computers as needed. The Health Dept. only charges First 5 for actual hours worked, so this will be reflected in billing. Sheila also noted that Barbara Morales, who has been the key person for organizing Dental Help Fund services has retired and the Health Dept. is no longer able to provide Dental Help Fund oversight. Sheila noted that she has been immediately involved with service coordination with a client currently being scheduled for work at Safari Smiles, and noted that she would need some help in the future with this, perhaps to be addressed at the August meeting. Both Commissioners Ashton and Alford offered immediate assistance, if needed, until a longer-term solution is identified.

#### 4. Reports from Executive Director, Commissioners and Ex-Officios

Executive Director Report: Sheila reminded everyone that there was a Commissioner opening, and encouraged recruitment. In response to a question from Commissioner Ashton, she noted that there had been no inquires made to date.

##### Commissioner Reports:

Commissioner Bass reported that the Board of Supervisors is only going to meet twice in July and twice in August, possibly extending into September. This is a response to support staff reductions.

Commissioner Ashton noted that First 5 Commissions throughout the state have been engaged in promoting early childhood screening. Child Welfare has been obligated to provide early screening since 2003. CWS will be organizing a community forum and inviting community organizations that might be interested in providing ASQ screening to their clients. They will purchase kits for distribution, and will provide local training. Two staff from CWS, Cori Ashton and Annie Hockett, have been trained as trainers. The training is focused on birth –three, but can go up to age five. Commissioner Ashton clarified that CWS workers will do screening, but the goal is to promote a more broad-based screening in the community, especially for high risk children. Commissioner Braia asked if this was a duplication of the Child Find Screening done by County Schools. Commissioner Ashton noted that it was more of a pre-screening tool that would be good to identify children who would benefit from a full Child Find Screening.

Ex-Officio Reports: Evelyn Thompson reported that the new ICES website will be published in the next month. She noted that staff can make changes, so it will be more timely and responsive. She also

thanked the Commission for approving Emergency Repayable Grant funding. She noted that ICES is currently sending out letters to child care providers that ICES will use its line of credit to reimburse for child care provided in July (and paid for in August), but that funds may not be available for the care they provide in August (and are paid for in September). She noted that Emergency funds may be able to bridge some degree of September payments.

2:00 pm

5. Collaborative community working session for First 5 future initiatives.

Additional Community Members Present: Erin Pollen, Lisa Edwards, Donna Meiss, Liz Bryun, Brenda Chapman, Erika Hagstrom-Dossi, Susan Sells, Mark Gee

Sheila clarified the conflict of interest guidelines for the process. Ex-officio members, as non-voting members of the Commission can participate fully. Commissioners can participate fully, unless the discussion reaches a point where, if their agency is the only reasonable provider (e.g. public health nursing services), that Commissioner would be expected to recuse themselves. There has to be a quorum for continuation.

Sheila reviewed the CSEFEL pyramid model elements. She then asked community members to map Tuolumne County services for FY 11-12 and beyond to the pyramid, in the categories of: (1) Available in FY 11-12; (2) Possibly Available; and (3) Not available. Participants mapped the 3 levels of the pyramid for 0-5 services. Sheila discussed that the next step would be prioritization of gap services and she discussed a few mechanisms to promote fair and equitable representation in the prioritization process.

Time and location for next meeting: August 11, 2010, Tuolumne County Health Department Conference Room, 1 p.m.

Adjournment: The meeting was adjourned at 4:35 p.m.