As authorized by Governor Newsom’s Executive Order, N-25-20, dated March 12, 2020, the meeting will be held via teleconferencing with members of the Commission attending from separate remote locations. This altered format is in observance of the recommendation by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19. Members of the public are welcome to join the meeting and provide comment via the following [Zoom Link](#) or by calling 1 669 900 6833 Meeting ID: 506 439 0481

A meeting link can also be found on our website: [first5butte.org](http://first5butte.org)

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**ADMINISTRATIVE AGENDA**

1. **Chair- Call to Order**

2. **Chair- Identification of Alternate Commissioners**
   - If Alternate Commissioner(s) are needed, they shall be selected in the following order:
     - Wendy C. Brown, Bobby Jones Sr., Matthew Reddam

3. **Agenda Review**

4. **Public Comment**
   
   Public Comment allows members of the public to comment generally on matters within the Commission’s purview but are not on the agenda. Members of the public may address the Commission for up to three minutes. The Commission cannot take action on any matter not listed on the agenda, but may provide staff direction. Public comment will be limited to no more than 20 minutes.

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**CONSENT AGENDA**

Items listed in the Consent Agenda are approved as a set without discussion or individual motions. Individual items may be removed from the consent agenda during Agenda Review or Consent Agenda on the request of any one member. Items not removed will be adopted by general consent without debate. Removed items will be placed in Regular Agenda.

5. **First 5 Butte Commission Meeting Minutes from June 25, 2021**

6. **Policies and Procedures**
   - Approve updated Policies and Procedures:
     - [Public Records Policy](#)
     - [Grant Funding Policy](#)

7. **Technology Solutions**
   - Approve delegation of authority to Director Bauer to amend the MITC current contract to expand the scope of work, extend the contract term through June 30, 2022, and increase funds by $15,000 for an amount not to exceed $44,901.

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Commissioners: Shelby Boston  Dr. Shaun-Adrián Choflá  Dr. Shelley Hart  Scott Kennelly  Dr. Holly Kralj  Tami Ritter  
Dr. Lourdes Valdez  Seng Yang  Danette York

Alternates: Wendy Brown  Bobby Jones Sr.  Matthew Reddam
9:15 am - Emerging Resources to Help Caregivers Become Tobacco-Free  PRESENTATION
Bruce Baldwin, Tobacco Treatment Coordinator, California Health Collaborative will provide a presentation to the Commission about new tobacco/vaping treatment resources that are available both locally and online, and some the challenges faced in getting people to use those services.

10  Help Me Grow  ACTION
The Commission will consider a recommendation from the Health Committee about reorganizing the Help Me Grow Butte project to include direct service staff from the First 5 team:
- The Commission will consider amending the current contracts with Butte County Office of Education and Help Central Inc. to conclude on December 31, 2021.
- The Commission will consider granting approval to amend its FY 21/22 budget to authorize the reallocation of $114,731 from the Health and Development Initiative to Personnel.
- The Commission will consider granting approval to allocate $69,580 to Butte County Office of Education for the term of January 1, 2022 through June 30, 2023.
- The Commission will consider granting approval, with sole source justification, to allocate $37,500 to Help Central Inc. for the term of January 1, 2022 through June 30, 2023.

11  Website Unveiling  PRESENTATION
The Commission will receive a presentation from staff about its new website.

12  Committee Membership  ACTION
The Commission shall approve membership for the following committees per the procedure set forth in its bylaws:
- Strategic Plan and Evaluation Committee
- Health Advisory Committee

13  Racism, Equity, Diversity and Inclusion (REDI)  PRESENTATION
The Commission will receive a presentation from staff about First 5 coordinated statewide efforts to prioritize REDI work locally and across the 0-5 systems.

14  Commission Committee Reports  INFORMATION

Administration Committee
August 6, 2021
Non-Agdendized Items

Funding approved since June 25, 2021 Commission meeting

The Commission entered into an agreement with Rybbon for $1,990 to facilitate the distribution of $20,000 in direct incentives (for the purpose of incentivizing participant satisfaction surveys with families) through a digital marketing incentive platform that will integrate with both Apricot 360 and Survey Monkey.

Advocacy and Support

N/A

Professional Development Opportunities

N/A

First 5 Association and First 5 California

N/A

Research and News

A Critical Part of our Infrastructure, How California Plans to Bolster Childcare. KQED, July 26, 2021

Positive Childhood Experiences

Biden Administration Approves Largest Increase to Food Assistance Benefits in SNAP Program History, Washington Post, August 15, 2021

Supplemental Materials
First 5 Butte County Children and Families Commission 2021 – 2026 Strategic Plan

Commission By-Laws

Commission Policies

Newly Approved Commission Policies: Contracting & Procurement and Grantee Sections