



## COMMISSION MEETING

Friday February 7, 2025 9 a.m. to 12 p.m.

Butte County Department of Employment and Social Services

765 East Avenue, Chico

Condor Room

---

### ADMINISTRATIVE AGENDA

- 1 **Chair- Call to Order**
- 2 **Roll Call- Identification of Alternate Commissioner**
- 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.*

### 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 October 25, 2024](#)**
- 6 **[Fiscal Year 2024/25 Mid-Year Budget Revision](#)**
- 7 **Commission Policies**

#### **Governance- Committees**

Update language from Public Health to Department of Employment and Social Services, and clarify membership.

#### **Policies for Grantees- Contract Payments**

Detail about allowable/unallowable purchases and required documentation.

#### **Policies for Grantees- Food and Beverage**

Program staff may join participating families for a meal when suitable for their training.

#### **Other- Surplus Property**

Funded partners shall be allowed first opportunity for any surplus property prior to distribution to Butte County General Services.

**Commissioners:** DeAnne Blankenship Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Kralj Dr. Rumneet Kullar Matthew Reddam Tami Ritter Tiffany Rowe

**Alternates:** Paul Arnold

REGULAR AGENDA Presentation/Discussion/Possible Action

*Public Comment is invited at each agenda item. Agenda items may be taken out of turn. Members of the public may address the Commission for up to three minutes.*

- |           |   |                     |
|-----------|---|---------------------|
| <b>8</b>  | <b>Commissioner Officers</b><br>The Commission shall elect officers for the remainder of the 2024/25 fiscal year  | <b>ACTION</b>       |
| <b>9</b>  | <u><a href="#">Fiscal Year 2025/26 Budget Workshop</a></u><br>The Commission will receive a presentation and provide direction to staff about Long Term Financial Plan and budget development for Fiscal Year 2025/26.  | <b>DISCUSSION</b>   |
| <b>10</b> | <u><a href="#">Strategic Plan Review</a></u><br>The Commission shall review it's 2021-2026 Strategic Plan and discuss any proposed updates  | <b>DISCUSSION</b>   |
| <b>11</b> | <u><a href="#">Revenue Memorandum of Understanding with Department of Employment and Social Services for Child Abuse Prevention Council for \$200,000</a></u><br>The Commission shall consider delegation of authority to the Chair to sign the agreement once it has been finalized. | <b>ACTION</b>       |
| <b>12</b> | <u><a href="#">Revenue Memorandum of Understanding with Public Health for Enhanced Care Management for \$75,089</a></u><br>The Commission shall consider delegation of authority to the Chair to sign the agreement.  | <b>ACTION</b>       |
| <b>13</b> | <u><a href="#">Family Center Expansion</a></u><br>The Commission will receive information about the upcoming release of a Request for Qualifications to expand the Family Center network.   | <b>INFORMATION</b>  |
| <b>14</b> | <u><a href="#">Proclamation for Week of the Young Child April 6-12, 2025</a></u><br>The Commission shall consider adopting the proclamation to recognize April 6-12, 2025 as the Week of the Young Child.   | <b>ACTION</b>       |
| <b>15</b> | <u><a href="#">Proclamation for Child Abuse Prevention Month April 2025</a></u><br>The Commission shall consider adopting the proclamation to recognize April 2025 as Child Abuse Prevention month.   | <b>ACTION</b>       |
| <b>16</b> | <b>Brown Act Training</b>   | <b>PRESENTATION</b> |
| <b>17</b> | <u><a href="#">Executive Committee Report</a></u>   | <b>INFORMATION</b>  |
| <b>18</b> | <u><a href="#">Children and Families Committee (aka SPEAC) Report</a></u>   | <b>INFORMATION</b>  |
| <b>19</b> | <b>Director Report</b><br>The Commission will receive a verbal report from the Executive Director   | <b>INFORMATION</b>  |
| <b>20</b> | <b>Commissioner Announcements</b>   | <b>INFORMATION</b>  |

**Next regular meeting April 25, 2025**

**Commissioners:** DeAnne Blankenship Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Kralj Dr. Rumneet Kullar Matthew Reddam Tami Ritter Tiffany Rowe

**Alternates:** Paul Arnold

## **Non-Agendized Items**

**Funding approved since the October 25, 2024 Commission meeting:**

None

**Research/News/Legislation:**

**[First 5 California Legislative Summary](#)**

**Information:**

The following documents were created by First 5 California:

**[First 5 California Funding Playbook for Counties](#)**

**[Non-Prop 10 Funding Source Matrix](#)**

**[Potential Funding Sources for First 5 Services and Capacity Building](#)**

**[The Children's Partnership 2024 Snapshot: California Children's Health](#)**

**\*\* [Please visit The Children's Partnership for more snapshot reports](#)**

**Letters of Support:**

None

**For Reference:**

**[Grantee Manual](#)**

**[Policy Manual](#)**

**[Commission Bylaws](#)**

**[FY 2024/25 Approved Budget](#)**

**Commissioners:** DeAnne Blankenship Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Kralj Dr. Rumneet Kullar Matthew Reddam Tami Ritter Tiffany Rowe

**Alternates:** Paul Arnold