



## COMMISSION MEETING MINUTES

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

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### ADMINISTRATIVE AGENDA

#### **1 Chair- Call to Order**

The chair called the meeting to order at 9:01 am

#### **2 Roll Call- Identification of Alternate Commissioner**

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

Alternate Commissioners Present: Paul Arnold

Commissioners Absent: None

The Chair introduced Commissioner Tiffany Rowe, Interim Director for the Butte County Department of Employment and Social Services.

#### **3 Agenda Review and Recusals**

Commissioner Blankenship will recuse from Item 12.

Commissioner Rowe will recuse from Item 11.

#### **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](#)**

**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

## 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.

### **Motion to approve the Consent Agenda**

**Motion/Second: Choflá/Kullar**

**Ayes: Blankenship, Choflá, Hart, Kennelly, Kralj, Kullar, Reddam, Ritter, Rowe**

**Nayes: None**

### 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.*

## 8 Commissioner Officers

**ACTION**

The Commission shall elect officers for the remainder of the 2024/25 fiscal year

Director Bauer stated she received nominations for Commissioner Hart to Chair and Commissioner Blankenship to Vice Chair.

No additional nominations were put forth during the meeting.

### **Motion to approve Commissioner Hart as Chair**

**Motion/Second: Choflá/Ritter**

**Ayes: Blankenship, Choflá, Kennelly, Kralj, Kullar, Reddam, Ritter, Rowe**

**Nayes: None**

**Abstain: Hart**

### **Motion to approve Commissioner Blankenship as Vice-Chair**

**Motion/Second: Ritter/Kralj**

**Ayes: Choflá, Hart, Kennelly, Kralj, Kullar, Reddam, Ritter, Rowe**

**Nayes: None**

**Abstain: Blankenship**

## 9 Fiscal Year 2025/26 Budget Workshop

**DISCUSSION**

The Commission received a presentation and provided direction to staff about Long Term Financial Plan and budget development for Fiscal Year 2025/26.

**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

Analyst Shelly Miller presented a slide deck overview of the Commission's current and future fiscal projections and proposed budget and long term financial plan.

Commissioner Kralj observed that the Commission's cliff is more palatable than CSUC. She commended everyone's hard work and recognized the Commission is remaining true to its goal of keeping dollars flowing out to the community and the services.

Commissioner Hart said that the numbers are alarming to look at this but it is the goal. The fund balance decrease is the goal and we're also aiming at increasing sustainability amongst our partners, so the resources are not going away, it's that the entities are self-sustaining and less reliant on First 5 funding.

Commissioner Choflá agreed that funds needed to be spent as it was not being used in the community.

Commissioner Ritter warned that staff costs will continue to go up and sustainability will depend on adequate reserves.

Commissioner Reddam proposed that the benefit of having a "cliff" is that there are opportunities for braided funded. It is challenging and complicated, but the opportunities are there because everyone is getting really creative.

Commissioner Ritter added that prevention services are going away in 2026 with BHSA.

Commissioner Kennelly suggested that we don't know where the state is with prevention grants and it is possible First 5 can apply for those and be eligible but it will be competitive.

Commissioner Kralj concluded that the Commission has done well at having good staffing and can be proactive.

Director Bauer stated that this was the first look at the budget and we want to make sure we're on the same page because contracts will come to the Commission and the semi-final budget will be presented in April so the final budget is ready in June. The next two meetings are the time to confirm if we're heading in the right direction. A lot of staff time is put into discussing and updating long term projections. Bauer appreciates the fiscal conservatism, and the Commission is doing a great job at diversifying revenue streams. She said there was some serendipity during this time with funding being released, but there were also key partnerships and we're building a system that is worthy of investment from multiple payors so none of the payors have to own the entire system. Ultimately, Prop 10 dollars can one day be used to administer the system.

Commissioner Choflá stated that as a Commission we said we needed to be sustainable without knowing what that meant. Staff were able to accomplish that.

Commissioner Hart said that there was some serendipity but also some of those dollars were released before and bypassed First 5 so the capacity gave the Commission the ability to pursue those funds.

Commissioner Ritter pointed out that we want to make sure we are able to maintain the talent that is running these programs and if we cannot pay them, they will leave. The escalating cost is staffing and we have to make sure that is competitive.

Commissioner Kullar added that Butte County also has the highest rate of ACEs, which may put more pressure on staff.

## 10 [Strategic Plan Review](#)

## DISCUSSION

The Commission reviewed its 2021-2026 Strategic Plan and discussed updates

**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

Director Bauer explained that the new Strategic Planning period will be starting, headed by the Children and Families Advisory Committee led by Commissioners Kralj and Reddam. They will discuss and review the SP during this calendar year. The required annual review is being done at today's meeting. Substantial changes were made in 2023, and this is another opportunity to make changes. Some edits are made every year to align with the annual community report and to make updates to LTFP.

Commissioner Hart said "Every time I look at it, it is lovely to look at and contains great information. Appreciates that there is an outlining of RBA with clarity."  
Commissioner Choflá agreed.

Director Bauer concluded that updates will be made as noted in the staff report with a public hearing in April to approve those updates.

- 11**     **[Revenue Memorandum of Understanding with Department of Employment and Social Services for Child Abuse Prevention Council for \\$200,000](#)**     **ACTION**  
The Commission considered delegation of authority to the Chair to sign the agreement once it has been finalized.

Commissioner Rowe recused herself and left the room at 9:29 am

Director Bauer explained that policy provides that the Commission approves the application for a grant but the subsequent receipt of the grant is not brought back before the Commission for full approval. For County of Butte MOUs, there will be extra due diligence to ensure that everything is public and transparent to eliminate even the appearance of conflict of interest. At today's meeting, the Commission will be reviewing two MOUs, one of which is still a draft. This is due to the amount of time it takes to develop contracts and the process for the County to send them through General Services, fiscal, Admin, and the Board of Supervisors. The ask today is that the Commission authorize the Chair to sign the MOU once it has been finalized by Director Bauer and County staff.

Commissioner Kralj asked about previous discussion regarding the interface with law enforcement. Director Bauer explained that the Sheriff's Posse will receive the Houx-Watters tax donations as the 501(c)(3). They will communicate regarding the funds received and the money will be managed by CAPC. The DESS funding for CAPC will offset current staff salaries, with no additional hiring. Michelle Grupe has a contract with DESS and is working with key community stakeholders. Director Bauer is working to get law enforcement to the table at the CAPC.

Commissioner Ritter added that the tax donations are small, around \$25k annually, which is used to fund mini grants.

Commissioner Kullar asked how communication is happening regarding tax donations?

Director Bauer explained that Tim from the Sheriff's Posse will update a shared spreadsheet in a Teams channel.

**Approve the draft MOU and authorize the Chair to sign**

**Motion/Second: Blankenship/Reddam**

**Ayes: Blankenship, Choflá, Hart, Kennelly, Kralj, Kullar, Reddam, Ritter**

**Nays: None**

**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

**Absent: Rowe**

Commissioner Rowe returned at 9:32

**12**     [Revenue Memorandum of Understanding with Public Health for Enhanced Care Management for \\$75,089](#)

**ACTION**

The Commission shall consider delegation of authority to the Chair to sign the agreement.

Commissioner Blankenship recused herself and left the room at 9:34 am

Director Bauer explained that this MOU is the final version. It is ready for signature and to move on to next step. The Commission approved this application in August. This MOU involves birth equity referrals for Enhanced Care Management (ECM) to BCPH.

**Approve the MOU and authorize the Chair to sign**

**Motion/Second: Kralj/Kullar**

**Ayes: Choflá, Hart, Kennelly, Kralj, Kullar, Reddam, Ritte, Rowe**

**Nays: None**

**Absent: Blankenship**

Commissioner Blankenship returned at 9:36

**13**     [Family Center Expansion](#)

**INFORMATION**

The Commission received information about the upcoming release of a Request for Qualifications to expand the Family Center network.

Director Bauer explained that staff are working on expanding FRCs as funds are available. The Commission has about \$300k per year for additional family centers. The plan is to release a revised RFQ and Bauer presented the draft RFQ for discussion. She shared that staff are still working on refining and simplifying the application process, and hope to receive several applications.

Commissioner Kralj stated that the FRCs are amazing thus far, but noted that certain communities do not have a family center yet. Is there a sense of who the potential players are, and are we doing anything to build capacity or infrastructure to entice potential partners?

Bauer explained that staff have done a lot to build capacity with grantees, to varying levels of success. Ideal candidates in this round will have existing capacity and expertise in family strengthening and early childhood. The Bronze and Silver levels, which allowed for agencies to provide space-only, has been eliminated.

Commissioner Ritter asked if FRCs are currently addressing ages 0-5. Is there a desire to combine with navigation centers, or does there need to have separation to avoid overlap?

Bauer explained that because of the Butte Strong funds, the Commission is not legally limited to ages 0-5. Partners should provide a foundation of 0-5 programming because that doesn't exist in the community, but if they have the availability of facility space, funds, staff capacity, then they can expand to serve older children. The Renewal Center is an example of a site that is offering services to older children having built programming for 0-5. In terms of locations – nothing prevents from them from being adjacent to navigation centers.

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**Alternates:** Paul Arnold

Commissioner Ritter noted that Resilience Center funding is a separate stream of funds. All of these separate streams have somewhat common goals, just not sure what the restrictions are.

Director Bauer offered that First 5 staff have been at the table with Resilience Center conversations. There has been no crossover with funds coming to the family centers, except for Red Cross funding significant infrastructure establishment (\$75,000) in the beginning.

Bauer went on to explain that there are some inherent challenges with having a publicly accessible facility and families with 0-5 still feel safe and like the facility is for them. Unaccompanied adults will not feel unsafe around families with small children, but vice versa could create challenges.

Commissioner Hart stated that the goal is making sure the sustainability exists within the family centers and not tied to specific funding streams, or isolated to those, which some of these other projects may be. Family center is for families.

Commissioner Reddam pointed out that the purpose of FRC and community schools is the same. We need to be nimble and take advantage of the opportunities for alignment.

Commissioner Hart cautioned that it is important for the work FRCs are doing to remain distinct and the work First 5 has done to move this forward. What can happen is someone else takes it over and it becomes something different than it was intended to be. We need to be careful to ensure the FRCs and the work that's been done to create this support system remains available to 0-5 and their families and doesn't get subsumed into larger organizations and lose its purpose.

Commissioner Reddam states he believes we can help the education systems understand what is available to 0-5.

Commissioner Kullar asked about funding through Medi-Cal for FRCs?

Director Bauer explained that is what the grant with Partnership Health Plan is designed to establish. Some Community Health Worker activities are both relevant to and fundable for services provided by FRC and HMG. \$40 per 30-minute unit of service will not fund anyone's whole position, but it's another potential solution. We're taking all these different funding streams into account as we design the long-term sustainability. The CAPC dollars are not exclusively going to staff anymore, they can also be used to support prevention activities at the family centers including classes and curriculum for families. There's some potential with Partnership, but it's not the whole solution. There is a lot of excitement with Enhanced Care Management and it makes sense for entities that are doing health care navigation, but we want to be careful not to drift out of 0-5 territory by following ECM dollars.

Commissioner Kennelly pointed out that the majority of counties that have signed up are backing out because they can't cover costs. We need to be realistic because it sounds great but the pay structure is terrible. State needs to increase rates to be reflective of actual personnel costs.

Commissioner Ritter added that some nonprofits are coming together and using one biller who understands how the Partnership billing works, but the reimbursement is not enough.

Commissioner Blankenship shared that Public Health departments are coming on board and Butte County is one of them. In the beginning the home visiting program was being staffed with nurses and that is untenable. BCPH's ECM program is not clinical, they are using peer support specialist/CHW. As long as caseloads stay up, they are fine.

Director Bauer stated that we're interested in how hard it will be for us. Lor is already doing the work, so if we can build out our Apricot data system to collect a few more metrics, is it easy for us to bill? The funding will never cover Lor's full position and we're not trying to do that, just offsetting Prop 10 dollars and

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**Alternates:** Paul Arnold

keep pushing that cliff out. The goal is to keep the cliff out at a five-year distance but never actually reach it, and we do that by feathering in additional funding streams.

Commissioner Hart offered that this is a great conversation around the sustainability. To bring it back to the RFQ, there were lessons learned from prior grant. Is the tiering system of Gold, Silver, etc., changing?

Director Bauer explained it was really great to have tiers in the beginning since we weren't asking for proposals, we were merely asking if they could do the work at those different levels. What we realized about the levels is that it is more of a continuum. We're refining it to be more like a menu of what classes will be offered, hours open, etc. We are eliminating bronze and silver where programming was only hosted because the logistics of providing outsider service providers to teach classes is excessively challenging for First 5 staff. We are changing application process to make it easier. Partners will still have to pick from menu of services in order to be a family center, including playgroups, caregiver supports, evidence-based classes, family socialization, etc. Same package, but easier and looks a little different for applicants.

Commissioner Hart offered that Bronze was important just to get people involved. If partners are at a low level of capacity, it doesn't really make sense.

Bauer explained that with the offer of Bronze level of capacity, came the insinuation that the Commission had a workforce we could send to them to do the work at their organization, but that was hard to actualize.

Commissioner Rowe asked if we're looking more for the service component and not necessarily physical location?

Bauer replied that partners need to have both location and capacity.

**14**      **[Proclamation for Week of the Young Child April 6-12, 2025](#)**      **ACTION**

The Commission considered adopting the proclamation to recognize April 6-12, 2025 as the Week of the Young Child.

Commissioner Choflá requested an edit that would make the language people first: Low-income children should be families with limited resources.

**Motion to adopt the Proclamation with the edit**

**Motion/Second: Choflá/Kralj**

**Ayes: Blankenship, Choflá, Hart, Kennelly, Kralj, Kullar, Ritter, Rowe**

**Nayes: None**

**Absent: Reddam**

**15**      **[Proclamation for Child Abuse Prevention Month April 2025](#)**      **ACTION**

The Commission shall consider adopting the proclamation to recognize April 2025 as Child Abuse Prevention month.

**Motion to adopt the Proclamation**

**Motion/Second: Choflá/Kennelly**

**Ayes: Blankenship, Choflá, Hart, Kennelly, Kralj, Kullar, Ritter, Rowe**

**Nayes: None**

**Absent: Reddam**

**16**      **Brown Act Training**      **PRESENTATION**

**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

The Commission viewed a 30-minute Brown Act training

- |           |   |                    |
|-----------|---|--------------------|
| <b>17</b> | <b><u><a href="#">Executive Committee Report</a></u></b>  | <b>INFORMATION</b> |
| <b>18</b> | <b><u><a href="#">Children and Families Committee (aka SPEAC) Report</a></u></b>                  | <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> |

Commissioner Blankenship announced that Monica Soderstrom is the new PH director as of next week and Blankenship is pleased to go back to being the assistant director. BCPH has a new health officer, Dr. Beaudoin. He's excited about First 5, and has a 7-month-old baby of his own. His wife is an OBGYN and has a contract with Enloe. Would appreciate support or public comment at the BOS meeting as there are already rumblings from people who are not fans of BCPH. There is a lot of uncertainty with the new federal administration, and BCPH is particularly under fire. PH departments in California are receiving cease and desist orders for funding directly from CDC. California DPH is the passthrough agency and they are waiting for fallout. Health disparity grants are under threat, including WIC. Tobacco tax alert – the oral health program in schools is on the chopping block because tobacco tax revenues are down. Public Health is trying to diversify funding in order to stabilize critical service delivery, and they have become a school based dental health provider providing fluoride and screenings, but are not billing yet.

Commissioner Choflá announced that he will be stepping down at the end of his term in June, and only has two more meetings left.

Commissioner Kennelly announced that a new assistant director position was added to BCBH due to more audits, oversight, and regulation. Jennifer Stofa is now doing QI/QA and Jacob Reed will be over outpatient services. The first four psychiatric residents begin in a little over four months, and they are getting four more. Commissioner Kullar shared that a lot of the psychiatry residents are interested in First 5 and child and adolescent mental health.

Commissioner Kennelly added that he has been meeting with Kirsten Storn at Orchard Hospital about the new youth facility that they will be breaking ground in two months with an eighteen-month timeline to get it open. Those youth would otherwise go out of county.

**The Chair adjourned the meeting at 10:53 a.m.**

**Next regular meeting April 25, 2025**

**Minutes Approved April 25, 2025**

**Non-Agendized Items**

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

None

**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

**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