



# COMMISSION MEETING

Friday June 27, 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**

#### **Mission and Vision Statement:**

Mission: First 5 Butte County children and Families Commission works collaboratively with partners and community members to build a health, integrated system of support for young children and their families and caregivers.

Vision: Every child in Butte County will have the opportunity for a resilient, thriving future through a nurturing, supportive network of families, caregivers, and their community.

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

If Alternate Commissioner(s) are needed, they shall be selected in the following order:  
Amy Asher, Paul Arnold

### 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 County Commission Meeting Minutes from April 21, 2025](#)**

### 6 **[Fiscal Year 2024/25 Third Quarter Financial Report](#)**

### 7 **[Policies for Grantees- Use of AI](#)**

### 8 **[Fiscal Management- Capital Assets](#)**

**Commissioners:** Amy Asher DeAnne Blankenship Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Krajc  
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.

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|-----------|--|---------------------|
| <b>9</b>  | <b>Commissioner Shaun-Adrián Choflá Children’s Champion Award</b><br>The Commission will recognize Commissioner Choflá for his service as a First 5 commissioner by awarding him a Children’s Champion Star  | <b>PRESENTATION</b> |
| <b>10</b> | <b>Commission Officers</b><br>The Commission shall elect its officers for Fiscal Year 2025/26  | <b>ACTION</b>       |
| <b>11</b> | <b>Commission Committee Assignments</b><br>The Commission shall appoint its committee membership for Fiscal Year 2025/26   | <b>ACTION</b>       |
| <b>12</b> | <b><u>Butte County Office of Education Family Center Contract</u></b><br>Consider approval of a contract with Butte County Office of Education to provide Family Center services at The Center for Early Learning and Resilience in Chico. The maximum payment for the 12-month term is \$216,140. | <b>ACTION</b>       |
| <b>13</b> | <b><u>Community Action Agency of Butte County Inc. Family Center Contract</u></b><br>Consider approval of a contract with Community Action Agency of Butte County Inc. to provide Family Center services at the Esplanade House in Chico. The maximum payment for the 12-month term is \$193,938.  | <b>ACTION</b>       |
| <b>14</b> | <b><u>Fiscal Year 2025/26 Budget and Long-Term Financial Plan</u></b><br>The Commission shall consider approval of the Fiscal Year 2025/26 annual budget in the amount of \$3,009,520 and adopt the updated 2025-2032 Long Term Financial Plan   | <b>ACTION</b>       |
| <b>15</b> | <b><u>Executive Committee Report</u></b>   | <b>INFORMATION</b>  |
| <b>16</b> | <b>Director Report</b><br>The Commission will receive a verbal report from the Executive Director  | <b>INFORMATION</b>  |
| <b>17</b> | <b>Commissioner Announcements</b>  | <b>INFORMATION</b>  |

**Next regular meeting August 22, 2025**

**Non-Agendized Items**

**Funding approved since the April 21, 2025 Commission meeting:**

Contract with Metric Cosmetics in the amount of \$14,000 to produce marketing videos that explain the Commission’s programs and services.

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**Alternates:** Paul Arnold

**Research/News/Legislation:**

**Information:**

[First 5 Commissioner Orientation Guide](#)

[First 5 Commissioner Quick Start Guide](#)

[Prevent Child Abuse America 2024 Impact Report](#)

**For Reference:**

[Grantee Manual](#)

[Policy Manual](#)

[Commission Bylaws](#)

[FY 2024/25 Approved Budget](#)

**Commissioners:** Amy Asher 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