



Friday, August 27, 2021 9 a.m. to noon

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

ADMINISTRATIVE AGENDA

1 Chair- Call to Order

The Chair called the meeting to order at 9:01

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

Commissioners Present: Shelby Boston, Dr. Shaun-Adrián Choflá, Dr. Shelley Hart, Scott Kennelly, Dr. Holly Kralj, Tami Ritter, Seng Yang

Alternate Commissioners Present: Wendy Brown, Matthew Reddam

Commissioners Absent: Bobby Jones Sr., Dr. Lourdes Valdez, Danette York

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.

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.

No public comment was provided

5 [First 5 Butte Commission Meeting Minutes from June 25, 2021](#)

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

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.](#)

8 [Commission Meeting Calendar 2022](#)

No items were requested pulled or objected to, the consent agenda passed.

TIMED ITEMS 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.

9 9:15 am- Emerging Resources to Help Caregivers Become Tobacco-Free PRESENTATION

Bruce Baldwin, Tobacco Treatment Coordinator, California Health Collaborative provided a presentation to the Commission about new tobacco/vaping treatment resources that are available both locally and online, and the challenges faced in getting people to use those services. Baldwin recommended that all family serving organizations embed screening, prevention and embedding tobacco/prevention into their services. He emphasized the importance of protecting young children from the poisonous compounds of all nicotine, be it synthetic or tobacco-derived. Baldwin encouraged Commissioners to reach out to him to coordinate trainings with their populations. Butte County Public Health (BCPH) has scholarship funds available to provide training to program to train them to engage clients in tobacco cessation. Angela Martin is the contact at BCPH and provided her email.

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.

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.](#)

Director Bauer provided a presentation of the Health Committee vision for Help Me Grow Butte.

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

Commissioner Brown encouraged the system to include a database that helps families share their information so that they do not have to continually provide the same information to service providers.

Motion to approve, as a block:

An amendment to the Commission's existing Help Me Grow Butte contracts with Butte County Office of Education and Help Central Inc. to conclude each contract on December 31, 2021

An amendment to the Commission's FY 21/22 budget to authorize the reallocation of \$114,731 from the Health and Development Initiative to Operations for additional Public Health positions to staff Help Me Grow Butte

Allocation of \$69,580 to Butte County Office of Education for the term of January 1, 2022 through June 30, 2023 to fund .5 FTE salaries, benefits and indirect for Child Development Specialist III to support Help Me Grow Butte

Allocation of \$37,500 to Help Central Inc., with sole source justification, for the term of January 1, 2022 through June 30, 2023 to support Help Me Grow Butte

Motioned/Seconded: Kralj/Boston

Ayes: Boston, Brown, Choflá, Hart, Kennelly, Kralj, Reddam, Ritter, Yang

Nayes: None

Abstentions: None

Michelle Lucero, Butte County Office of Education, commented commendation to Commission staff and the Health Committee for positioning First 5 as a direct service provider, stating that this provides amazing opportunity for growth within our county and where real systems change will happen. She stated that the investment of the funder to lead an effort creates great opportunity.

Commissioner Kralj thanked Lucero for her leadership with Help Me Grow Butte.

11 Website Unveiling

PRESENTATION

The Commission will receive a presentation from staff about its new website.

Program Analyst Sr. Kimberly Brooke provided a presentation to the Commission about the new First 5 Butte County website.

Chairperson Choflá called for a 5 minute break at 10:01 am

The meeting reconvened at 10:06 am

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 (SPEC)

Health Advisory Committee

Chairperson Choflá asked Commissioners if they would like to continue serving on the Committees that they were previously assigned to, and if other Commissioners were interested in serving on Health and SPEC.

Motion to approve, as a block:

Health Committee shall be composed of Commissioners Kralj, Valdez and Yang

Strategic Plan and Evaluation Committee shall be composed of Commissioners Boston, Hart and Ritter

Motioned/Seconded: Hart/Boston

Ayes: Boston, Brown, Choflá, Hart, Kennelly, Kralj, Reddam, Ritter, Yang

Nayes: None

Abstentions: None

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.](#)

Director Bauer provided a brief overview of the REDI work that is happening in collaboration with First 5 California and the First 5 Association. Bauer provided Commissioners with information about upcoming trainings that are available to both Commissioners and staff and encouraged Commissioners to attend if they were available.

Choflá- what changes can we make at the Commission level? Can we add language into our contracts, wondering what the language looks like and how can we measure? If people go to the training, can they bring back specifics about actionable steps the Commission can take?

Reddam- One of the primary areas we need to consider using Commissioner funds is to engage in conversations at a community level. With the current political climate, is we don't really have a common language. We might be familiar with terms such as equity, social justice and inclusion. You really do need to start with a common language. Look not just at trainings, but how do we hold the space that will lead to folks having an understanding.

Kralj- I think it is crucial to do the work, but I think it is hard. I want to call on us to get that outside consultant and have ongoing reflection and revision of what we do and how our policies are phrased etc. For me, my heart can be so in the work and I can still be blind to things. Making sure we are including community partners is so important.

Hart- It's important to truly honor and respect all the perspectives. If we really do want to get people on board, we must respect and understand their perspective and figure out how to work with that to get to that point. Sometimes the people having the conversations are the ones that already believe in it. We need to figure out how to get buy in across the board.

Bauer- Are there particular supports beyond training that Commissioners would like to see integrated? The Association has provided a list of vetted consultants. The REDI work threads across every one of your result areas in your strategic plan. From the staff perspective, how do we get to the place where we have some marching orders so we can come back with some progress on the things you want to work on?

Choflá- First starting with the Commission having a facilitated dialogue is an important starting point, as well as getting a group of directors throughout the county together to engage in this work together.

Reddam- Yes, and do we have a sense of what the experience are of marginalized BIPOC (Black and Indigenous People of Color) families in our community to give us an answer so we don't guess at it. At the systems level, there are a lot of examples of policy audit tools that organizations can look at their policies and can get a sense of the harm that can be caused as a result of a policy. Policy work and educational work both need to happen.

Brown- Data would be effective, what are our demographics, who are our people, then agencies would have an opportunity to see if we're serving those people? What children are being detained in child welfare?

Reddam- This maps onto the ACEs work. My issue is how this county has responded to the ACEs work. We have never really looked in our communities about where does that live? So then we're keeping everything the way it was, when we may have information we could gather that says our traditionally marginalized communities are experiencing more ACEs.

Hart- Good training or some type of consultant work is going to allow us to have some discussions or hone in. Not just a one-off training, but the work to continue to dialogue.

Bauer- what is sounds like is we would like to pursue exploring working with a consultant or a professional mentor for this?

Choflá- yes as a starting point, and then to step through their recommendations.

14 Commission Committee Reports

INFORMATION

Administration Committee

[August 6, 2021](#)

Strategic Plan and Evaluation Committee

[August 12, 2021](#)

Health Committee

[July 22, 2021](#)

Strong Families Advisory Committee

[August 18, 2021](#)

Bauer- we have some direction about moving forward with seeking to make a fund request at the October meeting to develop some Hubs. There are a lot of moving pieces in the community, there's a lot of interest in engaging with Paradise Unified School District and understanding their motivations to incorporate wellness sites and how that might align with the Department of Employment and Social Services potential to provide some space at their new location in Paradise. We have discussed how to pursue some of the ARPA funds

Boston- I've been in consultation with county admin about it. Butte County received \$42M split between two fiscal years. This current fiscal year the board is still making decisions about approving how the initial \$21M is spent. Unfortunately it seems we missed the deadline about how those funds could be considered this year, but that's not to say that the Board could throw it out as an idea at a future meeting when they discuss the ARPA funds. Otherwise we have some time to develop a proposal for those funds for the next fiscal year.

Ritter- I think it would be really advantageous as we are looking at things like a community hub that the conversations with community partners happen in advance, it's not just Behavioral Health or DESS saying we want to do a community center. If we have the partners committed to working together it's going to be a lot harder for the Board to not support it.

Director Bauer provided an update:

Supply distribution has continued over the summer including large quantities of PPE and 5 pallets of diapers to be distributed to community partners.

Unless the Governor releases another executive order, the Brown Act regulations will revert to pre-pandemic levels on October 1 and the Commission and its committees will be required to meet in person.

(Commissioners wondered about whether the Commission was required to adhere to the Brown Act requirements if members felt that it was unsafe to do so, and directed Bauer to seek advice from County Counsel.)

Most of the Dual Language Learner programs have launched and partners are doing amazing work. The Home Visiting Coordination initiative has just completed several sessions with Viva to help the home visiting programs develop a coordinated outreach and marketing strategy and the Commission can look forward to receiving marketing materials soon. Staff released a survey which received 45 responses from local partner referrers, yielding strong recommendations that programs develop a simple coordinated intake process. Family surveys will be launched soon.

Staff are working on the annual fiscal audit and annual report, which will be presented at the October Commission meeting.

Final stages of Apricot 360 database development and Commissioners will be provided with an overview at a future meeting.

16 Commissioner Announcements**INFORMATION**

Commissioner Brown asked why the ARPA funds are already closed for this year, and wondered how non-profits or agencies are informed how to submit a proposal?

Ritter- it wasn't an RFP process, it was basically just an agenda item saying that the funds are coming into the county and... the funds are not allocated, they are earmarked at this point. We are looking for a nexus with Covid and the ways the community has been impacted. If you have a specific project be reaching out to the county, specifically the department your project would mostly closely align with. The only allocations were made that were outside the county were things like trails and outdoor activities that we could improve upon, and increasing tourism and things like that. We didn't have independent non-profits looking at the agenda items to be in line for some of the funds. It would be aligning whichever county department is most closely aligned with whatever the objective is, and that could be First 5. The funds aren't allocated, they are just earmarked. A lot of the proposals that were for millions of dollars, if you have a proposal that is relatively small please get it in there.

Chairperson Choflá adjourned the meeting at 10:50 am

Minutes approved by the Commission on October 29, 2021

Non-Agendized 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](#)