



## COMMISSION MEETING AND PUBLIC HEARING MINUTES

Friday June 24, 2022 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](http://first5butte.org)

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### 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:

Dr. Lourdes Valdez

Commissioners Present: Shelby Boston, Dr. Shaun-Adrián Choflá, Dr. Shelley Hart, Scott Kennelly, Matthew Reddam, Tami Ritter, Dr. Lourdes Valdez, Seng Yang, Danette York

Commissioners Absent: Dr. Holly Kralj

#### **3 [Proclamation of Assembly Bill 361](#)**

The Commission reviewed and adopted a proclamation to meet virtually in compliance with the Brown Act and Assembly Bill 361

#### **Motion to approve the Proclamation for AB 361**

**Motioned/Seconded: Ritter/Boston**

**Ayes: Boston, Choflá, Hart, Kennelly, Ritter, Valdez, Yang, York**

**Nays: None**

**Absent: Reddam**

#### **4 Agenda Review**

**Motion to approve the agenda**

**Motioned/Seconded: Ritter/York**

**Ayes: Boston, Choflá, Hart, Kennelly, Ritter, Valdez, Yang, York**

**Nays: None**

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

**Absent: Reddam**

**5 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.*

Michelle Davis of the Butte County Office of Education and the Local Childcare Planning Council shared that a Universal Pre-Kindergarten family information night was held and the recording was available for distribution.

**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.*

**6 [First 5 Butte Commission Meeting Minutes from April 29, 2022](#)**

**7 [First 5 Butte Commission Meeting Minutes from May 20, 2022](#)**

**8 [Third Quarter Financial Statements](#)**

**9 [Nature's ABCs](#)**

Approve contract with Chico Area Recreation District for the term of August 1, 2022 to June 30, 2026 to provide Nature's ABCs program. The maximum payment for the 4 year term is \$33,912.35

**No items were requested to be pulled or objected to; the consent agenda passed.**

**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 [Flavored Tobacco Resolution](#)**

**ACTION**

The Commission reviewed and discussed the resolution, and directed staff to work with Butte County Department of Public Health to include general language about minority communities, and bring the resolution back for adoption at a future meeting.

**Motion to include an additional Whereas that specifically identifies the impact on minority communities. Bring the resolution back to the Executive Committee for final review and resubmission to the Commission.**

**Motioned/Seconded: Ritter/Boston**

**Ayes: Boston, Choflá, Hart, Kennelly, Ritter, Valdez, Yang, York**

**Nays: None**

**Absent: Reddam**

**11 Partner Showcase**

**PRESENTATION**

The Commission will receive video presentations from the following partners:

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

Northern Valley Catholic Social Services: Butte Baby Steps

Butte County Library: Dual Language Learner

Help Central: Help Me Grow

Commissioner Choflá stated that he enjoyed seeing the work and hearing the stories from the presentations. Commissioner Valdez said that all of the services help her so much as a pediatrician to connect families to the services they need. She said there is still a lot of outreach to do, and the videos are inspiring and remind us how important it is to work as a team to help families.

- 12**      [Approve the Fiscal Year 2022-23 Annual Budget](#)      **ACTION**  
Consider approval of the Fiscal Year 22-23 annual budget in the amount of \$2,390,049 and adopt the updated 22-27 Long Term Financial Plan

**Motion to approve the FY 22-23 Annual Budget in the amount of \$2,390,049 and the adopt the updated 2022-27 Long Term Financial Plan**

**Motioned/Seconded: Boston/Ritter**

**Ayes: Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Valdez, Yang, York**

**Nayes: None**

- 13**      [Fund Balance Allocation](#)      **ACTION**  
The Commission shall consider allocating \$500,000 of its unassigned fund balance to be made available to the community for one-time requests, per Commission policy.

Director Bauer explained that the Commission has a substantial fund balance, even when taking into account the substantial investment that has been committed to the Strong Families initiative. She estimates that the Commission has an additional \$1.5 million that can be released to the community for Strategic Investments per the Commission's five principles identified in the Strategic Plan.

**Motion to designate \$500,000 of the Unassigned Fund Balance to be made available to the community for one-time requests, per policy.**

**Motioned/Seconded: Hart/Reddam**

**Ayes: Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Valdez, Yang, York**

**Nayes: None**

Commissioner Hart expressed her excitement about getting additional funds into the community.

#### PUBLIC HEARING

*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.*

The Chair opened the Public Hearing at 9:51 am and asked for public comment. No public comment was provided and the Chair closed the public hearing at 9:54 am.

- 14**      [First 5 Butte County Strategic Plan Update](#)      **ACTION**  
Commissioners: Shelby Boston   Dr. Shaun-Adrián Choflá   Dr. Shelley Hart   Scott Kennelly   Dr. Holly Kralj   Matthew Reddam  
Tami Ritter   Seng Yang   Danette York  
Alternates: Dr. Lourdes Valdez

The Commission will conduct a public hearing and ask for input about the 2021-2026 Updated Strategic Plan. The Commission will adopt its 2021-2026 Updated Strategic Plan.

No comments were provided from the public.

**Motion to adopt the FY 2021-26 Updated Strategic Plan**

**Motioned/Seconded: Kennelly/Boston**

**Ayes: Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Valdez, Yang, York**

**Nayes: None**

REGULAR AGENDA Presentation/Discussion/Possible Action

**15 [Bylaw Amendment](#)**

**ACTION**

The Commission shall consider approving amendments to its Bylaws

**Motion to approve amendments to the Commission Bylaws**

**Motioned/Seconded: Ritter/York**

**Ayes: Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Valdez, Yang, York**

**Nayes: None**

**16 Elect Commission Officers**

**ACTION**

The Commission shall elect a Chair and a Vice-Chair

**Motion to elect Dr. Choflá as Commission Chair**

**Motioned/Seconded: Ritter/York**

**Ayes: Boston, Hart, Kennelly, Reddam, Ritter, Valdez, Yang, York**

**Nayes: None**

**Abstain: Choflá**

**Motion to elect Shelby Boston as Commission Vice-Chair**

**Motioned/Seconded: Ritter/York**

**Ayes: Choflá, Hart, Kennelly, Reddam, Ritter, Valdez, Yang, York**

**Nayes: None**

**Abstain: Boston**

**17 [Executive Committee Report](#)**

**INFORMATION**

**18 Director Report**

**INFORMATION**

Director Bauer provided an update to the Commission about the Family Resource Center capacity building project. The three partners have attended three technical assistance sessions with consultant Amber Twitchell, examples of work including: Community Scan tools and strategies, developing a FRC framework, and reviewing Vehicles for Change I & II. Partners are strengthening their collaboration between their agencies, which will be key to the long term success of the initiative. Partners also attended a field trip to Napa to visit and learn about school-based FRCs. Commissioner Hart and Director Bauer also attended the Napa trip, and Bauer stated that the work was very inspiring, and was reminded about the time that is needed for a robust successful program, as most of the programs in Napa had been operating for over five years.

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

Director Bauer stated that there is a continued need for partners to provide services, particularly on the Ridge and in the surrounding foothill communities. Commissioner Boston and Bauer met with the Paradise Parks and Recreation District leadership to discuss potential partnerships. Bauer shared that the agency was already aware of ACEs and multi-generational planning, and the importance of community hubs. Bauer will be attending a PPRD board meeting in August to provide additional information to their members. Commissioner Boston explained that PPRD has recently circulated a survey about senior services, with language about community centers. Boston encouraged the agency to consider the entire community when planning a new center. Boston agreed that the relationship has a great deal of positive potential.

Bauer shared that the Office of Child Abuse Prevention released funds for FRC expansion, and that recipients were restricted to 501c3s. Bauer stated that Northern Valley Catholic Social Services did agree to apply for the funds, "at her urging," and is awaiting news about whether Butte will be awarded. Bauer expressed her appreciation to Erna Friedeberg and NVCSS for stepping up to apply.

Bauer stated that the First 5 network intends to work with the Office of Child Abuse Prevention to advocate that future funding opportunities be inclusive of county First 5s to apply for, as not all counties have eligible 501c3 organizations, and limiting the eligibility exacerbates equity issues for rural. The proposed 22/23 CA budget includes \$25M in FRC funds, designated to flow through OCAP.

Bauer explained that, due to Commissioner Boston's advocacy, the County of Butte is applying for Community Block Grant Development (CDBG) funds for a community center or Family Resource Center, to be located in Magalia. Currently County staff are working with Paradise Unified School District in order to develop a use agreement to locate a center on school property. Bauer thanked Commissioner Boston for her leadership and advocacy to ensure the County of Butte pursued funds. Boston described the CDBG grant process, and explained that the County currently has an excellent grant writer, which places Butte in a competitive position to receive funds. Boston thanked Commissioner Reddam for facilitating a last-minute meeting with the Paradise Unified Superintendent.

Bauer expressed her pleasure at how many of the Commissioners are collaborating and engaging in the FRC initiative, and that the diverse funding streams will enable services to be provided across a broader age span and will serve more children. Boston expressed her agreement that there will be robust diverse funding available.

## **19 Commissioner Announcements**

## **INFORMATION**

Commissioner Ritter stated that she met last week with Sherisse Allen and Katie Simmons from County Administration, about CDBG funding. She stated her desire to ensure that the County is not leaving money on the table, particularly easy money. Ritter stated that County staff provided a list of all of the potential eligible projects, and asked for other Commissioners and community leaders to review the list and ensure that all programs and services are considered, and we need to make sure that we are utilizing all available funding.

**Adjourn. Next regular meeting August 26, 2022**

**The Chair adjourned the meeting at 10:31 a.m.**

**Minutes were approved at the August 26, 2022 regular Commission meeting**

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

## **Non-Agendized Items**

**Funding approved since the April 29, 2022 Commission meeting:**

**[\\$2,500 to African American Family and Cultural center to fund the 2022 Juneteenth event.](#)**

**[\\$2,500 to Children's Hope Foster Family Agency to purchase sensory toys for foster children.](#)**

**[\\$24,950 to Laura Cootsona to provide executive coaching to local non-profit leaders.](#)**

**[\\$5,000 to Language Line Solutions to provide language translation services for bi-lingual Help Me Grow callers.](#)**

**First 5 California/ First 5 Association:**

**Dual Language Learners Brief**

**Information:**

Universal Pre-Kindergarten Materials:

[Fact Sheet](#)

[Family Guide](#)

**For Reference:**

**[First 5 Butte County Children and Families Commission Policies and Procedures](#)**