



FIRST 5
BUTTE COUNTY
CHILDREN & FAMILIES COMMISSION

COMMISSION MEETING MINUTES

Friday, June 21, 2024 9 a.m.

Butte County Department of Employment and Social Services
765 East Avenue, Chico
Condor Room

ADMINISTRATIVE AGENDA

1 Chair- Call to Order

Chair called the meeting to order at 9:02 am

2 Roll Call- Identification of Alternate Commissioner

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

Paul Arnold, Dr. Rumneet Kullar

Commissioners Present: DeAnne Blankenship, Shelby Boston, Dr. Shaun-Adrián Choflá, Dr. Shelly Hart, Scott Kennelly, Matthew Reddam, Tami Ritter, Seng Yang

Alternate Commissioners Present: Paul Arnold

Commissioners Absent: Dr. Holly Kralj, Dr. Rumneet Kullar

Commissioner Arnold was identified to vote.

3 Agenda Review

Commissioner Boston announced that Item 15 will be Information only and will be brought back before the Commission as an action item at a future meeting.

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 April 19, 2024](#)

6 [Sidekick Solutions LLC Contract Renewal w/ sole source exception](#)

Commissioners: DeAnne Blankenship Shelby Boston Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Kralj Matthew Reddam Tami Ritter Seng Yang

Alternates: Paul Arnold Dr. Rumneet Kullar

Approve the contract with Sidekick Solutions LLC, for July 1, 2024 to June 30, 2026, for Apricot 360 database expansion and technical assistance services, with Sole Source Justification. The maximum payment for the 24-month term is \$50,696.

7 [Fiscal Year 2023/24 Third Quarter Financial Report](#)

Motion to approve the Consent Agenda

Motion/Second: Arnold/Hart

Ayes: Arnold, Blankenship, Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Yang

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 Seng Yang Children's Champion Award** **PRESENTATION**
The Commission recognized commissioner Seng Yang for his 7 ½ years of service as a First 5 commissioner by awarding him a Children's Champion Star

9 **Butte County Public Health Nurse Family Partnership Program** **PRESENTATION**
Staff from the Butte County Department of Public Health provided information about the Nurse Family Partnership home visiting program. [Link to the presentation.](#)

10 **Commission Officers** **ACTION**
The Commission elected its officers for Fiscal Year 2024/25

Motion to re-elect the slate- Chair Boston and Vice Chair Hart to serve another term

Motion/Second: Ritter/Reddam

Ayes: Arnold, Blankenship, Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Yang

Nayes: None

11 **Commission Committee Assignments** **ACTION**
The Commission appointed its committee membership for Fiscal Year 2024/25

Motion to re-elect Commissioners Kralj and Reddam to co-chair the Children and Families Advisory Committee

Motion/Second: Hart/Choflá

Ayes: Arnold, Blankenship, Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Yang

Nayes: None

12 [Fiscal Year 2024/25 Budget and Long Term Financial Plan](#) **ACTION**
Consider approval of the Fiscal Year 2024/25 annual budget in the amount of \$2,836,710 and adopt the updated 2024-2032 Long Term Financial Plan

Commissioners: DeAnne Blankenship Shelby Boston Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Kralj Matthew Reddam Tami Ritter Seng Yang

Alternates: Paul Arnold Dr. Rumneet Kullar

Director Bauer provided an overview of the final budget, pointing out that the Commission enjoyed healthy revenue due to several one-time grants, as well as an investment from the Department of Employment and Social Services to support the Butte Baby Steps home visiting program as part of the Family Center system. Bauer also pointed out that the revenue projections include some assumptions of continued grant or County investments. Based on current projections, the Commission should anticipate somewhat of a fiscal cliff in year 2031-32 and will need to plan for its administrative (staff) functions in advance of that date. Commissioner Ritter asked what the source of the County prevention dollars would be, and Commissioner Boston stated that there was a lot of potential with the Family First Prevention Services Act funding for child welfare reform. She also stated that community survey results for the 1% County sales tax have identified child abuse prevention as the highest priority, therefore positioning the Commission to advocate for County funds should the measure pass. Bauer stated that the hope is that the Family Center system will create a model that will inspire investment from a variety of sources.

Motion to approve the 2024/25 annual budget and adopt the 2024-32 long term financial plan

Motion/Second: Choflá/Arnold

Ayes: Arnold, Blankenship, Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Yang

Nayes: None

13 [Contract Award for Independent Auditor](#)

ACTION

Consider approving the award of contract to Jensen & Smith for \$9,570 for FY 25/26.

Motion to approve the contract with Jensen & Smith

Motion/Second: Kennelly/Hart

Ayes: Arnold, Blankenship, Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Yang

Nayes: None

14 [Butte County Office of Education Contract](#)

ACTION

Consider approval of a contract with Butte County Office of Education for July 1, 2024 to June 30, 2025 to provide Positive Parenting Program services. The maximum payment for the 12-month term is \$29,830.

Motion to approve the contract with Butte County Office of Education

Motion/Second: Arnold/Choflá

Ayes: Arnold, Blankenship, Boston, Choflá, Hart, Kennelly, Reddam, Ritter, Yang

Nayes: None

15 Department of Employment and Social Services Interagency Agreement

DISCUSSION

Consider approval of an interagency Memorandum Of Understanding between the Commission and the Department of Employment and Social Services for \$325,553 revenue, for the term of August 1, 2024 to June 30, 2025, to support the expansion of Butte Baby Steps to include the child welfare protocol eligibility.

Commissioners: DeAnne Blankenship Shelby Boston Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Kralj Matthew Reddam Tami Ritter Seng Yang

Alternates: Paul Arnold Dr. Rumneet Kullar

Commissioner Boston explained that the agreement will be brought to the Commission by their next meeting, and the intention is to increase efficiencies in service delivery to the community by investing in an existing program. Director Bauer explained that the DESS investment would enable the Butte Baby Steps program to utilize the Child Welfare Protocol exception of their model, which allows children to be referred into the program from child welfare up to age 2, an expansion of the current Healthy Families America requirement that the child be 3 months or younger at enrollment. Commissioner Ritter asked about how program oversight would work. Commissioner Boston stated that the analysts from DESS and First 5 would be in regular communication. Director Bauer explained that the program contract would be with First 5 so that the grantee didn't have to work with two separate contracts to provide one program, and First 5 staff will provide regular data reporting to DESS, as well as participate in regular collaboration meetings.

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| 16 | First 5 Executive Committee Report | INFORMATION |
| 17 | Director Report | INFORMATION |
| 18 | Commissioner Announcements | INFORMATION |

Commissioner Ritter shared about the County sales tax ballot measure and encouraged commissioners to be engaged and promote the priorities of children and families. The commissioners discussed the various issues. Commissioner Boston shared that the community survey indicated 84% of the community ranked child abuse prevention as a top priority. It was pointed out that if the tax doesn't pass, it would severely impact the libraries.

Commissioner Reddam provided an update about Community Schools grants in Butte County, stated that there was a possibility of up to \$33 million for local education agencies.

Next regular meeting August 16, 2024

Non Agendized Items

[First 5/ Department of Employment and Social Services Interagency Agreement for Staffing](#)

Funding Approved since the April 19, 2024 Commission meeting

[No Cost Extension- Hilary Tricerri in the amount of \\$24,900 to provide grant writing training and support](#)

[No Cost Extension- January Giles in the amount of \\$10,000 to provide training and technical assistance to First 5 Family Center staff](#)

[Contract with Matson & Isom Technology Consulting in the amount of \\$18,000 to provide website and technology solutions services.](#)

For Reference:

[Grantee Manual](#)

[Policies and Procedures](#)

[Commission Bylaws](#)

[FY 2023-2024 Approved Budget](#)

Commissioners: DeAnne Blankenship Shelby Boston Dr. Shaun-Adrián Choflá Dr. Shelley Hart Scott Kennelly Dr. Holly Kralj Matthew Reddam Tami Ritter Seng Yang

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