

Article XIII.5. - Children and Families Commission*

* **Editor's note** —Ord. No. 3555, § I, adopted Sept. 28, 1999, amended Art. XIII.5 of this chapter in its entirety to read as herein set out. Prior to amendment, Art. XIII.5, §§ 100.00—100.80, pertained to the children and families first commission and derived from Ord. No. 3470, § I, adopted Dec. 15, 1998; and Ord. No. 3517, § I, adopted May 25, 1999.

2-100.00 - Established authority.

Pursuant to section 130100 of division 108 of the Health and Safety Code of the State of California, there is established the Butte County California Children and Families Commission. The general purpose of the commission shall be to promote, support and improve the early development of children from the prenatal stage to five (5) years of age through the creation and implementation of an integrated, comprehensive and collaborative system of information and services to enhance early childhood development pursuant to the "California Children and Families First Act of 1998," Health and Safety Code section 130100 and following (the "Act").

(Ord. No. 3555, § I, 9-28-99)

2-100.20 - Purpose.

The children and families commission is part of a state-wide effort to create a seamless system of integrated and comprehensive programs and services, and a funding base for the system with program and financial accountability that will:

- (a) Establish community-based programs to provide parental education and family support services relevant to effective childhood development. These services shall include, but not be limited to, education and skills training in nurturing and in avoidance of tobacco, drugs, and alcohol during pregnancy. Emphasis shall be on services not provided by existing programs and on the consolidation of existing programs and new services (provided pursuant to the California Children and Families First Act of 1998), into an integrated system from the consumer's perspective.
- (b) Educate the public, using mass media, on the importance and the benefits of nurturing, health care, family support, and child care, and inform involved professionals and the general public about programs that focus on early childhood development.
- (c) Educate the public using mass media, on the dangers caused by smoking and other tobacco use by pregnant women to themselves and to infants and young children, and the dangers of secondhand smoke.
- (d) Encourage pregnant women and parents of young children to quit smoking.

(Ord. No. 3555, § I, 9-28-99)

2-100.30 - Membership.

- (a) The commission shall be composed of nine (9) members appointed by the board of supervisors. The membership shall include the following:
 - (1) The director of the Butte County Public Health Department, or their designee.
 - (2) The director of the Butte County Department of Employment and Social Services, or their designee.
 - (3) One (1) member of the board of supervisors chosen from its members.

- (4) Six (6) members, appointed by the board of supervisors chosen from the following groups, with the intent that representatives from as many groups as possible will serve on the commission:
 - a. Recipients of project services as set forth in the county strategic plan;
 - b. Educators specializing in early childhood development;
 - c. Representatives of a local organization for prevention or early intervention for families at risk;
 - d. Representatives of community-based organizations that have the goal of promoting nurturing and early childhood development;
 - e. Representatives of local school districts;
 - f. Representatives of local medical, pediatric, or obstetric associations or societies;
 - g. The county health officer and/or persons responsible for the management of the following county functions: children's services, public health services, behavioral health services, social services, and tobacco and other substance abuse prevention and treatment services;
 - h. Representatives of a local child care resource or referral agency, or a local child care coordinating group.
- (b) Commissioners shall be appointed by a majority vote of the board of supervisors. Any commission member may be removed from office by a majority vote of the board of supervisors favoring such removal.
- (c) Commission members may receive reimbursement for reasonable expenses incurred in attending commission-related functions as authorized by policies established by the commission, with approval of the board of supervisors.
- (d) The board of supervisors shall appoint five (5) alternate members to the commission utilizing the process provided in this code. The five (5) alternate members shall attend all meetings of the commission and may participate in the discussion of items at the meeting. In the event less than five (5) alternates are needed to serve as replacement members for a specific meeting; the alternates selected to replace commission members for a specific meeting shall be selected by lot. An alternate shall not be eligible to vote on an item unless the alternate has been selected to replace a commission member for a specific meeting. Alternate members shall, except as otherwise noted in this section, have the same benefits and privileges as regular commission members, including, but not limited to, those which provide for the reimbursement of authorized expenses and coverage under policies of liability insurance. The term of alternate members appointed by the board of supervisors shall be consistent with the term of regular members.

(Ord. No. 3555, § I, 9-28-99; Ord. No. 3853, § 1, 6-24-03; Ord. No. 3883, § 1, 8-31-04; Ord. No. [4169](#), § 1, 10-8-19)

2-100.40 - Term of office.

Each member, except those members specifically set forth in the Health and Safety Code, shall serve for a term of two (2) years. The terms of the members other than the county supervisor shall be staggered with three (3) members serving terms commencing on July 1st of even-numbered years, and the other three (3) members serving terms commencing on July 1st of odd-numbered years, with such staggering determined by lot. At the conclusion of a term, a member may be appointed to a new term. For the purpose of commission formation only, all initial appointments shall be deemed to have begun on April 1, 1999. The county supervisor shall serve a two (2) year term. All other commission members, as determined by lot, shall serve the following terms, three (3) members will serve until April 1, 2001 and three (3) members will serve until April 1, 2002.

(Ord. No. 3555, § I, 9-28-99; Ord. No. 3853, § 2, 6-24-03; Ord. No. 3883, § 2, 8-31-04)

2-100.50 - Establishment of trust fund.

There is established a trust fund to be known as the children and families first trust fund.

(Ord. No. 3555, § I, 9-28-99)

2-100.60 - Commission staff.

On an initial, interim basis, the director of the Butte County Public Health Department, or his or her designee, shall provide staff and administrative support for the commission, as well as advise and assist the commission on all matters within the commission's jurisdiction until such time as the commission is able to identify and hire its own support staff. The public health director may utilize other county employees as permitted by their appointing authorities to assist in carrying out purposes of the commission. The county shall be reimbursed for all staffing costs and operational expenses incurred which relate to services, expenses, and costs relating to the commission and/or its advisory committees. Such reimbursement shall be accomplished by direct transfers from the trust fund established by section 2-100.50.

(Ord. No. 3555, § I, 9-28-99)

2-100.70 - Powers and duties.

The commission shall exercise the following powers and duties:

- (a) Develop a county strategic plan for the support and improvement of early childhood development within the county, and submit the county strategic plan, and any future revision thereto, to the board of supervisors for its review prior to the plan's adoption by the commission and submission to the California Children and Families Commission. If the board of supervisors has concerns or comments regarding the proposed plan, the plan shall be referred back to the commission for consideration of the board's comments. The commission shall respond in writing to the board's comments. Both the board's comments and the commission's response shall be submitted to the California Children and Families Commission when the commission submits the plan.
 - (1) The county strategic plan shall be consistent with, and in furtherance of the purposes of the California Children and Families First Act (Health and Safety Code section 130100 et seq.), and any guidelines adopted pursuant to subdivision (b) of Health and Safety Code section 130125.
 - (2) The county strategic plan shall facilitate a partnership between those public and private organizations charged with the preservation, elevation, and enhancement of California families and early childhood development. To that end the commission shall within its strategic plan both declare the importance of that partnership and direct that each of the following required components of the county strategic plan be undertaken in a manner calculated to maximize the benefits of the partnership:
 - a. Identify existing services both public and private;
 - b. Identify areas of collaboration and coordination;
 - c. Identify areas of duplication and set goals to reduce duplication of such services where practical;
 - d. Identify service gaps;

- e. Identify existing and targeted population sectors and clientele to be served;
 - f. Described methods of coordinating and enhancing existing programs and services;
 - g. Establish service and program funding criteria, which include:
 - 1. Establishing, promoting or enhancing public-private partnerships;
 - 2. Countywide delivery;
 - 3. Specify outcomes expected;
 - 4. Promote, encourage, emphasize parent (or whoever fills this role) accountability and responsibility; and
 - 5. Promote capacity building of existing services.
- (3) The commission shall, on at least an annual basis, periodically review the county strategic plan. In that regard, the commission shall conduct at least one (1) public hearing, with thirty (30) days' notice, prior to adopting any recommendation to revise the plan. Further, prior to its submission to the state commission, the commission shall submit its proposed plan revision to the board of supervisors for review, question and/or comment. The commission shall respond in writing to any question and/or comment submitted by the board of supervisors.
- (b) The commission shall establish its next fiscal year's operational budget by the end of May, forward the approved budget to the board of supervisors for information and comment, and then to the county auditor prior to the beginning of the new fiscal year in July.
 - (c) Conduct at least one (1) public hearing concerning the county strategic plan.
 - (d) The commission shall review and adopt an annual audit and report pursuant to Health and Safety Code section 130150. The written report shall assess the county's performance during the preceding fiscal year, including, at a minimum, the manner in which funds were expended, the progress toward and the achievement of program goals and objectives, and the measurement of specific outcomes through appropriate reliable indicators. The commission shall submit the annual audit and report to the board of supervisors for its review, and conduct at least one (1) public hearing prior to adopting the audit and report. After adopting the annual audit and report, the commission shall transmit them to the California Children and Families Commission.
 - (e) Annually conduct at least one (1) public hearing on the report prepared by the California Children and Families Commission pursuant to subdivision (b) of Health and Safety Code Section 130150.
 - (f) The commission shall adopt bylaws setting forth procedures for the conduct of business not otherwise specified herein.

(Ord. No. 3555, § I, 9-28-99; Ord. No. 3822, § 1, 6-11-02; Ord. No. 3883, § 3, 8-31-04)

2-100.80 - Advisory committees.

- (a) An advisory committee to the commission shall be Butte County Children Services Coordinating Council.
- (b) An advisory committee to the commission shall be Butte County Local Child Care Planning Council.
- (c) An advisory committee to the commission shall be Butte County Child Abuse Prevention Council.
- (d) In addition to those aforementioned advisory committees, the commission may establish other advisory committees to provide technical and/or professional support and expertise.

The Commission shall meet with each of its advisory committees at least once each quarter.

(Ord. No. 3555, § I, 9-28-99; Ord. No. 3883, § 4, 8-31-04)

2-101—2-109 - Reserved.