

**FIRST 5 SISKIYOU
CHILDREN AND FAMILIES COMMISSION MEETING
Behavioral Health Dept., 2060 Campus Dr., Yreka
Wednesday, October 26, 2005**

Commission Chair Roselli opened the meeting at 8:35 a.m.

Commissioners Present: Chair Roselli, Commissioner Armstrong, Commissioner Dillmann, and Commissioner Hunner

Commissioners Absent: Vice Chair DellaBitta, Commissioner Herfindahl and Commissioner Rhoades

Also Present: Co-Executive Directors Jill Phillips-McLane and Karen Pautz, and Administrative Assistant Cheryl Sanchez

Public Information: Michelle O’Gorman, Executive Director of the Yreka Family Resource Center, reported that directors from five Siskiyou County Family/Community Resource Centers attended a *Strategies Sustainability Project* meeting in Redding. Individual grant requests were submitted from five of Siskiyou’s FRCs, with the support of the entire Network. All five were chosen for the project out of only 30 participants selected from the entire state. They plan to attend the meetings and share the knowledge with the other FRC/CRCs. Kathy Murray and Karen Derry have prepared an assessment tool for each of the FRC/CRCs to complete which will reflect gaps in service or weaker areas so they can mentor with someone who already has a system in place. The project consultants are working closely with SCI project to enhance support and reduce duplication. Each of the FRC will receive \$16,000 in TA support during the one year project. The ultimate goal is to develop a proposal for the foundations involved in the project.

Minutes of September 28, 2005 meeting: It was moved by Commissioner Dillmann and seconded by Commissioner Hunner to approve the minutes of September 28, 2005 as presented. Motion was approved unanimously.

Team Reports and Presentations: To accommodate their Therapist’s schedule, NVCSS requested to report early in the agenda.

1. **Year-end Report – Early Childhood Mental Health Project 04-05/NVCSS:** Sher Barber introduced Debra Hunt, a Therapist for NVCSS. Although past reports have been primarily financial in nature, Sher felt the Commission would appreciate a report from someone actually working with the children and families and putting a human face on what they are doing. Debra spoke about the importance of attachment and bonding in the early years of a child’s life and the behavioral problems that develop when that is lacking. She also reported on a case history. The Commissioners had questions regarding higher numbers of contacts in some areas of the county, primarily in Mt. Shasta and Dorris. Sher stated that 44% of their cases were referrals from Public Health. It was also felt that since the Mt. Shasta Team was the first to identify this need, perhaps they can more clearly determine when referrals should be made.

Team Input to Commissioners: A letter from the newly formed California Family Resource Association had previously been distributed to the Commissioners. Karen Derry, Director of the Happy Camp Family Resource Center and a Board Member of CFRA, was present to discuss the meeting she attended in Sacramento. This effort is being funded by the Foundation Consortium for California’s Children and Youth and the Association Board will take over on December 31, 2005. Co-ED Phillips-McLane questioned why the Foundation felt there a need for this

Association. Karen explained that the Foundation changed their focus to Preschool for All and allowed money to funnel into the Association. There are only two members from Northern California to represent the rural views. She spoke of software that can be made available to the FRCs to enable them to better track family information. Co-ED Pautz thanked Karen for her participation in this endeavor which is being done voluntarily with only a mileage reimbursement from the Consortium.

Executive Director's Report: The written report was previously distributed to the Commissioners.

- Regarding Bruce Perry, there is a possibility of participating in the *Train the Trainer* program. Co-ED Phillips-McLane has spoken with Linda Miles who is the *Safe from the Start* liaison and Linda will select one person from Siskiyou County. Two applications were submitted for Siskiyou County. One was from Linda's Staff and, Co-ED Pautz is the other applicant. This program would tie in nicely with our parenting classes. Only 30 people will be selected throughout the state.
- Co-ED Phillips-McLane has submitted the parenting proposal to Ford Family Foundation and a determination is expected at any time.
- Co-ED Phillips-McLane reported that all the required State Commission reports had been completed and submitted – the county Commission's annual report, the audit, the CARES report, and the School Readiness report. She thanked Kate Ashbey, Emily Lacroix and Cheryl Sanchez for their assistance in completing these reports.
- Co-ED Phillips-McLane met with the independent auditor who commended the Commission for more closely tracking outcomes for funded projects. One example was the effort to recoup monies for unauthorized expenditures. The audit was favorable with no exceptions noted.
- Co-EDs Phillips-McLane and Pautz have been working with the Mt. Shasta CRC in supporting strategic planning and staffing changes. Their present director, Sandy Groom, has resigned. Jill stated they have a strong, diversified Board and the Co-EDs will be working further with them.
- The School Readiness report was a challenge and Co-ED Phillips-McLane thanked Kate Ashbey and staff for their assistance. Kate labeled equipment in storage in MacDoel and brought three computers purchased with SR funds back to the Weed office.
- Co-ED Phillips-McLane attended the regional First 5 Association meeting which was held in Redding. Kris Perry was introduced as the new statewide Executive Director of First 5. Ms. Perry stressed that it is time to stop acting like a start-up; time to have evaluations and good business plans in place and do business as supported by the legislation. She reminded everyone that First 5 funds are declining by 3-5% each year and the Commissions will now have to think about how to be a convener of 0-5 issues as opposed to a major funder.
- Co-ED Pautz is continuing to work with PEDS and reports we will be able to get some good specific information to help teams create internal systems. She will have first quarter reports available at the next meeting.
- Co-ED Pautz has spent a considerable amount of time in McCloud and Tulelake. She thanked Karen Derry for helping the McCloud CRC move through their transition smoothly. They are on track with staff changes and board members.

- She has been working with Tulelake hoping to come up with year-end reports from Iva Rogers of the Tulelake Community Partnership. Iva has had ongoing medical problems but feels the year-end reports can be completed by the 11/15 deadline. The fundraising funds in the amount of \$1,500.00 have been repaid to the Commission but the expenditures for remodeling of the building still need to be resolved.
- Co-ED Pautz has attempted to connect with Butte Valley to develop their quarterly PEDS report. A meeting scheduled in Butte Valley did not go forward as the Butte Valley representative did not meet with Karen as planned. Doris Parenzin did follow-up at a meeting at Co-ED Pautz's office. Parenzin reported there were no activities to report for PEDS for the period July 1 through September 30, 2005 and no board meetings had been held.
- Co-ED Phillips-McLane addressed the Commission's request for a letter to Mountain Valleys Health Centers requesting funds reimbursement. She asked that she first be permitted to contact the new clinic director and establish a relationship to work out the problem face to face. The Commissioners agreed this would be the best approach.
- All of the nutrition grant proposals have been received. Co-ED Pautz will be meeting with the consultant next week to review them and discuss how best to implement them. No proposal was received from the Butte Valley Community Team or Tulelake FRC. She will work with Montessori and the health clinic to develop a plan for implementation in Butte Valley and determine if the Tulelake FRC will be submitting a proposal.

Action Agenda:

1. **Approval of Budget Report for September 28, 2005:** The budget reports were reviewed.
 - i. **Action:** It was moved by Commissioner Hunner and seconded by Commissioner Armstrong to approve the September 2005 report as presented. Motion passed unanimously.
2. **Discussion and possible action on Strategic Plan revisions:** Co-EDs Phillips-McLane and Pautz met with Chair Roselli and staff regarding the Strategic Plan revisions. Chair Roselli stated she was impressed that the Commission founders had captured the vision for this county. There was considerable discussion regarding whether or not new needs assessments were necessary. It was noted that several surveys have been conducted recently and it would be prudent to wait a time before generating another. Arden Carr stated they had gathered 2,635 surveys relative to the Mental Health Services Act but none of the recent surveys address the needs of 0-5 year olds in specific communities. The updated assessment would provide an opportunity for the FRCs to look at programs they are already doing, assess whether they are serving the 0-5 community and highlight gaps in service direction for future programs. Commissioner Armstrong felt that the FRC/CRCs should be doing their own evaluations and not relying on the Commission. Commissioner Dillmann said the Commission should know where it started and where it is going.

Action: It was moved by Commissioner Hunner and seconded by Commissioner Dillmann that the Strategic Plan Advisory Group review the Strategic Plan and look at

the feasibility of doing an evaluation and needs assessment community by community to determine how the Commission has met its goals. Motion was approved unanimously. Kate Ashbey was added to the Advisory Group.

3. **Butte Valley Proposal:** No one was present representing the Butte Valley Community Team. A paper was presented in the packets to the Commissioners outlining the Team's response to the meeting held on September 28. The Advisory Group had not met following that meeting so did not have a recommendation. There was considerable discussion regarding the Team's ability to carry out the terms of their existing MOA. Commissioner Hunner questioned why the Commission had spent so much time over the past few years discussing Butte Valley issues without taking remedial action. Co-ED Phillips-McLane stated that the Co-EDs have attempted to work with the group for a period of time and found in the Team an unwillingness to work with others, e.g., the health clinic, the preschool or the school readiness project and for some reason has not been able to bring a broad group of stakeholders to the table. Co-ED Pautz stated the Butte Valley Team has the perception that they do not receive support from the Commission, they feel isolated and no one understands their needs, but that nine other Community Resource Centers do not share that perception. Also discussed was the funding of programs rather than Family/Community Resource Centers in accordance with the goals set forth by the Commission. There has been no PEDS reportable activity by the team in the first quarter of the fiscal year. Several proposals were made and discussed and Commissioner Hunner stated the Commission must move all grantees away from the entitlement mentality....the Commission must stick to its goals.

Action: It was moved by Commissioner Dillmann and seconded by Commissioner Hunner to terminate the Memorandum of Agreement with the Butte Valley Team effective immediately, request a full accounting of funds spent in fiscal year 05-06 and a subsequent return of all unused funds to the Commission. Staff was directed to work with Chair on a letter to be sent to Butte Valley Community Team. Motion was approved unanimously.

4. **Advisory Group Appointments for 05-06:** The list of existing Advisory Group participants was reviewed but since there were missing Commissioners staff was asked to poll all Commissioners for interest in serving on one of the Groups.

Outcome: This item was tabled to the next Commission meeting.

5. **Set Retreat date for 05-06:** Staff was asked to poll the Commissioners for their availability and suggested dates.

Outcome: This item was tabled to the next Commission meeting.

6. **Set timelines for 06-07 Proposal Reviews:**

Outcome: This item was tabled to the next Commission meeting.

Team Reports & Presentations:

1. **Quarterly Report on School Readiness Program:** Kate Ashbey, Program Coordinator for School Readiness, presented a narrative report at the September Commission meeting. She distributed a financial review in the Commissioners' packets. Kate reported that she had attended the pre-application meeting for the next round of School Readiness funds in Sacramento. All participants in the School Readiness program will be funded for an additional 4 years at the same amount of money depending on matching funds approved by the Commission. A question remains on how much of that allocation must stay with the original community. We will be allowed to provide criteria in our funding proposal to

establish needs in other areas of the county. It is also possible to include funding provided to the FRC/CRCs as part of the Commission's matching funds since they receive money from the Commission for 0-5 activities that fall under the five essential elements. Also, as long as the Commission has an MOU with another agency, e.g., Public Health, Behavioral Health, etc., this would also count towards matching funds. The State Commission has not yet developed the RFP but it is anticipated in February 2006 and we will have six plus weeks to apply. The next step would be to meet with the Co-Executive Directors and Mike De Ross of the County Office of Education and possibly speak with Roberta Peck at the State level to determine parameters. Co-ED Phillips-McLane stated that Ms. Peck has stated she is fully supportive of our countywide effort. Kate also reported that the implementation funds of \$100,000 over the 4 year period will be in addition to the possible \$400,000 in State match.

Regarding evaluation of the school readiness program, the State Commission will not require tracking of core participants in the next funding round.

Kate visited the storage site for equipment purchased by Butte Valley Community Team with school readiness funds. She placed stickers on the items and returned three computers to the Commission office in Weed for future placement. Some of the items on the list provided by the Butte Valley Team were not in evidence at the storage site.

Discussion

1. Arden Carr was present to discuss the Mental Health Services Act (MHSA) and passed out copies of a PowerPoint presentation to the Commissioners. In conjunction with MHSA a community needs assessment was performed and over 2,600 responses were received. Of particular interest was that 40-45% of the respondents had no idea where a Family Resource Center was located. Arden has received \$88,000 for pre-planning and there are six more phases to be funded. It is anticipated between \$1.5 and \$2.5 million will be available for this project by the end of year three. FRCs are doing outreach to their communities to locate those who are mentally ill, are doing an initial screening of clients and making referrals to the appropriate agencies. "Mentally ill" can now include depression and bi-polar disorders. Chair Roselli asked if the FRCs could apply for funding under the act. Arden stated the FRCs were encouraged to look at existing services and contract with MHSA for support as a resource.
2. Co-ED Pautz asked to be on record that because of a potential perception of conflict of interest with Remi Vista and her husband's employment with them, any communication regarding the Remi Vista program or contract will be handled by Co-ED Phillips-McLane.

Adjourn: Meeting was adjourned at 11:50 am.

Kathy Roselli, Commission Chair

Attest: _____
Cheryl E. Sanchez, Recording Secretary