

**Location of Meeting:** First 5 Shasta, 393 Park Marina Circle, Redding, CA 96001

**Topic:** First 5 Shasta Commission Meeting

**Time:** October 28, 2024, 2:30 PM Pacific Time

## 1. Call to Order

Welcome and Introductions by Joe Ayer, Chair.

### Commission

Joe Ayer  
Kathy Barry  
Brian Cole  
Elisabeth Cooper (2:46 p.m.)  
Tim Garman  
James Mu  
Kevin O'Rorke  
Tara Shanahan (2:47 p.m.)  
Cindy Vogt

### Staff

Wendy Dickens  
Elizabeth Poole  
Nicole Brainerd  
Tristen Grantham  
Doug Woodworth

### Public

Jennifer Jensen

## 2. Public Hearing

First 5 Shasta is conducting its required public hearings pursuant to Health and Safety Code Section 130140 (a)(1)(D), (E) and (F) and Health and Safety Code Section 130140(d)(2).

### a. First 5 Shasta 2023–2024 Audit

Jennifer Jensen reviewed the audited financial statements for First 5 Shasta (F5S) and there were no findings. Jensen noted that the audit went very smoothly.

### b. First 5 Shasta 2023–2024 Annual Report

Doug Woodworth, Data and Evaluations Coordinator reviewed the 2023–2024 First 5 Shasta Annual Report. Vogt asked if the ethnicity of individuals served aligns with our county numbers. Woodworth responded that based on the census, the white population percentage was closer to 75%. Cooper asked about other outcomes that aren't within the annual report. Dickens mentioned that there are specific outcomes that we are required to report but we have our own outcomes within the strategic plan. Dickens mentioned that we will have external grantees come in and talk about outcomes and impact. O'Rorke asked if the state needs clarity on why certain data points are different from previous years, Dicken replied that there is a way to annotate for further clarify discrepancies in information year to year. Cooper stated that if we have an updated demographic for an underserved population, it gives further opportunity for outreach to those communities.

### c. First 5 Shasta 2019–2026 Strategic Plan

Dickens reviewed the revised 2019–2026 Strategic Plan for adoption.

## 3. Close Public Hearing

Closed at 3:16 pm

## 4. Public Comment Period

Members of the public are entitled under the Brown Act (Government Code Section 54950 et seq) to address the Commission on any matter within the Commission's subject matter jurisdiction. Members of the public may speak for up to three minutes on any matter concerning the Commission, with the exception of items related to pending judicial, administrative litigation, or

personnel matters. The Act prohibits the Commission from taking action or discussing the item unless it is already on the agenda.

### Commissioner Recusal Reminder

All Commissioners are reminded to recuse themselves from voting on any agenda item that has a real or perceived conflict of interest.

## 5. Consent Agenda

### Action Item

Items are expected to be routine and non-controversial. They will be acted upon at one time without discussion. Any commission member or interested person may request removal of an item from the Consent Agenda for discussion later on the agenda. Consider the approval of the following items:

- a. Minutes from August 26, 2024 Commission Meeting
- b. First 5 Shasta Financial Report FY 2024-25 (July-October) Budget to Actual
- c. First 5 Shasta 2023-2024 Audit
- d. First 5 Shasta 2023-2024 Annual Report
- e. First 5 Shasta 2019-2026 Strategic Plan

**Motion to approve the consent agenda:**

**Motion/Seconded:** Garman/Vogt

**Ayes:** Ayer, Barry, Cole, Cooper, Garman, Mu, O'Rorke, Shanahan, Vogt

**Nayes:** None

**Motion:** Approved

## 6. Imagination Library

Dickens presented the possibility of Dolly Parton Imagination Library literacy program within Shasta County. A few years back the imagination library didn't fit well, the cost distribution was different and is much more manageable at this point as the state pays for the program with a 50% match. The program will require a lot of support from other community partners. Tehama County has had success with this literacy program. Poole attended a meeting about the program within the county as there has been a lot of interest in partnering with the program. Bilingual books are also available to select, there are good quality books with good content. Ayer asked about the cost, Dickens replied that the first year it would be around \$22,000. Dickens mentioned that SCOE is also very interested in the literacy program and Dickens is hopeful it would be a community effort. The state is paying for a good portion of the program so it would be a good time to participate. The program only supports up to age 5. Garman asked who selects the books that are given to children, Poole replied that there is a selection committee within the program who selects the books.

## 7. Reports

A report on topics and important information related to the committee or position.

- a. Admin Ad Hoc  
The audit was reviewed at the ad hoc meeting. There was consensus that Dickens would be the best media contact for F5S. F5S is currently recruiting for the community seat that will be vacant come January.
- b. Evaluation & Advisory Committee  
Amber Middleton from Shasta Community Health Center spoke at the meeting. There was also a presentation from the doulas about the Doula program. There were several program updates from staff within F5S.
- c. Executive Director  
There are currently two applications for the commission seat and applications will be closed on November 1<sup>st</sup>. We will be pushing out a reminder to the community through email and social media. 3999 children were read to within their classes and groups, 85 readers in total. Holiday

open house will be on December 11<sup>th</sup>, 10–12pm. There is a business community luncheon on November 13 from 11:00am–12:30pm from Matt Regan about how to support employee retention with childcare policies. Dickens and Poole are exploring trainings opportunities on perinatal loss and working with families who experience loss as there is a need in the community for staff to be equipped to support families. April 6–13, 2025 is Week of the Young Child and F5S will be doing a special 25<sup>th</sup> Anniversary event that week.

d. Commission

Garman announced the 2<sup>nd</sup> Annual Diabetes Walk coming up November 9 from 11:00am–12:00pm, Garman to send information to pass along. Ayer mentioned that the Rotary haunted house is happening over the next couple of days. Ayer mentioned that Mercy Foundation North recognized First 5 Shasta for supporting the hospital with over a million dollars over the last twenty years. Vogt mentioned that SCOE’s Community Connect received the state’s Golden award for the program.

The meeting was adjourned at 3:48pm.

Submitted by,

Tristen Grantham

