

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

Topic: First 5 Shasta Commission Meeting

Time: June 24, 2024, 2:30 PM Pacific Time

1. Call to Order

Welcome and Introductions by Joe Ayer, Chair.

Commission

Joe Ayer
Brian Cole
Tim Garman
Kevin O’Rorke
Miguel Rodriguez
Cindy Vogt

Staff

Wendy Dickens
Elizabeth Poole
Nicole Brainerd
Tristen Grantham

Public

2. 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.

3. 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 April 22, 2024 Commission Meeting
- b. Minutes from May 6, 2024 Commission Planning Day Meeting
- c. First 5 Shasta Financial Report FY 2023–24 (July–May) Budget to Actual

Motion to approve the consent agenda:

Motion/Seconded: Garman/Rodriguez

Ayes: Ayer, Cole, Garman, O’Rorke, Rodriguez, Vogt

Nayes: None

Motion: Approved

4. Funding Plan Revision

Action Item

Based on the discussion at the planning day, the funding plan was revised with the removal of scholarships and moving some funding within good neighbor grant. Poole added that in program funds, there was moving of funds for advertising with the ability to leverage funding of outside grants which is allowing us to decrease spending with proposition 10 funds. Poole mentioned that a lot of the training needs are being met by other programs or by the Quality Counts North State program. Partnerships grants have decreased due to some contractual changes. Dickens mentioned that Cuddle a Reader partnership grant has a place holder in the funding plan, but the program is

not in service at this time. There was a decrease of \$30,000 in Help Me Grow (HMG) funding partnership with United Way as families were not accessing HMG services through 2-1-1 in the way that was previously hoped. F5S will be figuring out how to leverage with United Way in the future. Ayer asked how much money we were able to save with the budget decreases, Poole replied F5S is saving \$133,000.

Motion to approve the Funding Plan for fiscal year 2024/25:

Motion/Seconded: O'Rorke/Cole

Ayes: Ayer, Cole, Garman, O'Rorke, Rodriguez, Vogt

Nays: None

Motion: Approved

5. First 5 Shasta Budgets for Fiscal Year 2024–2025

Action Item

a. Consider approval of the budget for fiscal year 2024–2025

Ayer asked how much was from reserves from this last fiscal year, Brainerd mentioned that it was around 200K, and this year will be 450K. Brainerd noted that the reserve amount is at the bottom of the page. Ayer asked if the budget was similar to last year and Brainerd confirmed. Dickens noted the budget is usually underspent at the end of the fiscal year. Dickens also mentioned two grants we are waiting to hear about regarding the possibility of an award. Ayer just wanted to confirm that we may have to pull 450K out of the reserve this year but F5S does have a healthy reserve.

b. Consider approval of Long-Range Financial Plan

Brainerd noted that the long-range financial plan is what is projected through 2025–2026. The fiscal year has not ended for 2023–2024 so it does not show the actual. O'Rorke asked if the percentage of decline of proposition funds is the same across all counties, Dickens discussed that it is based on birth, but no county has seen huge spikes of birth and that the new laws around tobacco has affected every county, but smaller counties are hit differently.

Motion to approve the budget for fiscal year 2024–2025:

Motion/Seconded: Garman/O'Rorke

Ayes: Ayer, Cole, Garman, O'Rorke, Rodriguez, Vogt

Nays: None

Motion: Approved

Motion to approve long range financial plan:

Motion/Seconded: Vogt/Garman

Ayes: Ayer, Cole, Garman, O'Rorke, Rodriguez, Vogt

Nays: None

Motion: Approved

6. Healthy Babies Contracts

Action Item

First 5 Shasta has supported the Healthy Babies program since 2011 and partnering with Shasta County Health and Human Services Agency to do outreach screening and provide mental health services for prenatal and perinatal. Poole discussed that F5S went out for RFQ (Request for Qualifications) to identify three providers for the Healthy Babies Program. F5S proposes contracts with Creekside Counseling Center in the amount of \$30,600, Northern Valley Catholic Social Service in the amount of \$10,000 and Tristanne-Gallardo Stewart in the amount of \$10,000. Gallardo-Stewart previously worked with Creekside for the Healthy Babies program but has now moved to private practice and comes with great recommendations. Different providers offer different options

to meet needs within the community. Dickens is hoping that it builds into a new system in providing group sessions which would stimulate social connections that would also provide some support for families.

Motion to approve contracts with Creekside Counseling in the amount of \$30,600, Northern Valley Catholic Social Service in the amount of \$10,000 and Tristanne Gallardo-Stewart in the amount of \$10,000 for the Healthy Babies program:

Motion/Seconded: O'Rorke/Garman

Ayes: Ayer, Garman, O'Rorke, Rodriguez, Vogt

Recuse: Cole

Nayes: None

Motions: Approved

7. Help Me Grow Contract Renewal

Action Item

The major change of the contract renewal with Shasta County Office of Education (SCOE) for Help Me Grow program is that F5S will no longer be contracting with United Way for 2-1-1 services. The other change would be a small decrease in funding to the contract with SCOE. SCOE has worked to augment the program and build sustainability within SCOE. SCOE holds events around HMG to make sure ASQs are completed and has overall done great work to build the Help Me Grow program.

Motion to approve contract with SCOE for Help Me Grow in the amount of \$90,000:

Motion/Seconded: Garman/Rodriguez

Recuse: Vogt

Ayes: Ayer, Cole, Garman, O'Rorke, Rodriguez

Nayes: None

8. Parent Partner Program

Action Item

First 5 Shasta originally partnered with Pathways to Hope for Children (Pathways) around their LAUNCH Parent Partner Program but due to some internal changes with Pathways there was a need to pivot. First 5 Shasta does not want to duplicate services in the community with other parent partners however, there is a parent partner need for the 0-5 population. This funding would provide a full-time employee and provide crisis support, regular home visits, connect parents to resources and access to Help Me Grow ASQ's, equip parents with education around social emotional development, early literacy and preparation for school. Ayer asked how Pathways is doing business-wise. Dickens mentioned that the new executive director is pushing them in a more sustainable direction and reforming how they deliver services.

Motion to approve contract with Shasta County Child Abuse Coordinating Council Prevention in the amount of \$57,000:

Motion/Seconded: O'Rorke/Garman

Ayes: Ayer, Cole, Garman, O'Rorke, Rodriguez, Vogt

Nayes: None

Motion: Approved

9. Bright Futures Contract

Action Item

First 5 Shasta has been funding Tri County Community Network (TCCN) for the Bright Futures program over the last three years to support eastern Shasta County. TCCN has gone through transition and is using Mayers Memorial as their fiscal administrator. There is one staff member and a director for this program. TCCN has brought back some of the family engagement activities and

will continue to offer socialization activities, family support through parent cafes and parent education. F5S is hoping TCCN can bring a story time to the library to increase ASQ screenings through Help Me Grow. They are exploring options to bring back their English Learners Program as well finding outside funding opportunities to support the program. Ayer asked if the program has been successful in the past. Poole replied that Bright Futures has been very successful if they have funding to do the work. TCCN has not been up and running over the last 6 months but there was much excitement as they have since reestablished their services. Garman asked if we knew how many vision and hearing screenings have been offered. Poole replied that they offer them on demand, but they have not started them up just yet.

Motion to approve a contract with Tri County Community Network for the Bright Futures program in the amount of \$55,000.

Motion/Seconded: Garman/O'Rorke

Ayes: Ayer, Cole, Garman, O'Rorke, Rodriguez, Vogt

Nays: None

Motion: Approved

10. Establishing a 501(c)(3) at First 5 Shasta

Action Item

Dickens hopes that the 501 (c)(3) nonprofit organization would give more opportunities to apply for grants and would suggest it not necessarily be utilized initially for fundraising. Dickens is not opposed to fundraising if there was for example, a golf tournament brought to us, but Dickens does not want to compete for fundraising with the other nonprofits in the community. O'Rorke asked if F5S would be willing to be fiscal agents for other community agencies. Brainerd confirmed that is within the scope of her workload. Ayer and Rodriguez voiced support of having a 501(c)(3) is a good opportunity and will open more opportunities for F5S in the future.

Motion to move forward with establishing a 501(c)(3):

Motion/Seconded: Garman/Ayer

Abstention: O'Rorke

Ayes: Ayer, Cole, Garman, Rodriguez, Vogt

Nays: None

Motion: Approved

11. Reports

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

a. Admin Ad Hoc

There was nothing to report out for the admin ad hoc committee.

b. Evaluation & Advisory Committee

The May 16th Evaluation and Advisory Committee meeting was short and reviewed F5S programs.

c. Executive Director

It is the end of the fiscal year and staff are working hard to wrap things up and move on to the new year. KIXE will be offering in-kind services around commercials which will be used for HMG and home visiting. There has been some good news coverage for the First 5 Shasta events and programs from KRCR. KRCR came out to cover the Practitioner's Voice of California grant around advocacy with the state around childcare and early education settings. There could be some upcoming building expenses, another AC unit will be replaced this year and there is a crack in the drywall that needs to be fixed. F5S will be celebrating 25 years and hopes that the anniversary can be celebrated during the Week of the Young Child in April 2025.

d. Commission

Rodriguez announced he has resigned at HHSA and will be moving on in August. O'Rorke

extended invitation for 4th of July gathering at the Community Learning Center. Ayer invited everyone to a ribbon cutting ceremony for the food bank.

12. Adjournment to Closed Session

Adjournment to Closed Session during this meeting to consider and/or take action upon the following items:

- e. Public Employee Performance Evaluation (G.C. 54957)
 - Title: Executive Director

There was no closed session, the meeting was adjourned at 3:46 p.m.

Submitted by,

Tristen Grantham

