

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

Topic: First 5 Shasta Commission Meeting

Time: February 24, 2025, 2:30 PM Pacific Time

1. Call to Order

Welcome and Introductions by Brian Cole, Chair.

Commission

Joe Ayer
Cindy Bishop
Brian Cole
James Mu
Kevin O'Rorke
Tara Shanahan
Matt Plummer

Staff

Wendy Dickens
Elizabeth Poole
Nicole Brainerd
Tristen Grantham

Public

Cindy Vogt

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

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 January 17, 2025 Special Commission Meeting
- b. First 5 Shasta Financial Report FY 2024-25 (July-January) Budget to Actual

Motion to approve consent agenda.

Motion/Seconded: O'Rorke/Ayer

Ayes: Ayer, Bishop, Cole, Mu, O'Rorke, Shanahan, Plummer

Nays: None

Motion: Approve

4. Contract and Procurement Policy Update

Action Item

The policy was updated to reflect proper language around contract amounts exceeding \$10,000 needing to go before the commission.

Motion to approve contract and procurement policy.

Motion/Seconded: Ayer/O'Rorke

Ayes: Ayer, Bishop, Cole, Mu, O'Rorke, Shanahan, Plummer

Nays: None

Motion: Approved

5. CYBHI TF–CBT Grant Subcontracts

Action Item

Poole asked the Commission to consider a no-cost extension to the contracts with Shasta County Office of Education (SCOE) and Children’s Legacy Center (CLC) through fiscal year 2025–2026. They provide therapeutic services, outreach and training to parents regarding trauma. The state has extended the timeline of the grants so F5S subcontracts will need to be amended to extend the time. The original contract was approved by the Commission back in 2024. The program serves any child in Shasta County. Mu asked how the services are advertised to the community, Poole described that they are advertised through Community Connect and Help Me Grow (HMG). SCOE also has a trauma-focused parent group that is advertised through social media. First 5 Shasta is the lead funder so F5S focused on the ages 0–5 through training.

Motion to approve no cost extension through fiscal year 2026 to Shasta Count of Education.

Motion/Seconded: Shanahan/O’Rorke

Ayes: Ayer, Bishop, Cole, Mu, O’Rorke, Shanahan, Plummer

Nays: None

Motion: Approved

Motion to approve no cost extension through fiscal year 2026 Children’s Legacy Center.

Motion/Seconded: Plummer/O’Rorke

Ayes: Ayer, Bishop, Cole, Mu, O’Rorke, Shanahan, Plummer

Nays: None

Motion: Approved

6. CYBHI Infant and Early Childhood Mental Health Grant Subcontract

Action Item

Consider a no-cost extension to the contract with Shasta County Office of Education for the provision of Infant and Early Childhood Mental Health Consultation Services.

Pool described that the CYBHI Cyle 3 grant also received a no-cost extension from the state through fiscal year 2026. F5S partners with SCOE provide clinical early childhood mental health services to support children within their early childhood education settings and at home. This contract funds a lot of provider training, community outreach and HMG work because it’s focused on the child behavior piece which is why parents often reach out to HMG for support. The original grant was approved in 2024. SCOE’s has direct access to young children through childcare and preschool services but the service is available to all children in Shasta County. Mu asked if the SCOE had spent any portion of the funds, Poole replied they did and that is mostly for staff time and training. Brainerd also described that the information was shown within the budget to actuals. Mu asked what mental health issues are focused on for the 0–5 population. Poole replied that the major focus is behavior issues which are worked on with the child, parents and the provider to ensure the child has the best foundation for success in their classroom, childcare and home setting.

Motion to approve no cost extension through fiscal year 2026 to Shasta Count of Education.

Motion/Seconded: Shanahan/Plummer

Ayes: Ayer, Bishop, Cole, Mu, O’Rorke, Shanahan, Plummer

Nays: None

Motion: Approved

7. Dolly Parton Imagination Library

Action Item

Dickens described that Shasta County Office of Education would like to partner with F5S to provide the Imagination Library and also partner with Shasta County Friends of the Library to support the program. Funding is there to get started, and the hope is to bring community partners to carry the

cost long term. Plummer asked if there are funds to cover the cost, Brainerd replied that there is plenty of funds in our program budget. Mu asked how the internal book distribution would work in conjunction with the Imagination Library and to not duplicate books. Dickens replied that our book distribution costs would decrease and would be able to target more of the community through the Imagination Library and First 5 Shasta is able to provide books for partners and service providers.

Motion to approve funding the Dolly Parton Imagination Library in the amount of \$21,750 over two years.

Motion/Seconded: Mu/Cole

Ayes: Ayer, Bishop, Cole, Mu, O'Rorke, Shanahan, Plummer

Nays: None

Motion: Approved

8. Reports

a. Admin Ad Hoc

During the admin ad hoc meeting, the group discussed picking from the pool of recent applications to fill Cindy Vogt's seat vacant seat and chose to recommend Robin Schurig to be appointed.

b. Evaluation and Advisory Committee

The latest Evaluation and Advisory Committee was in January and the Family First Maternity Center gave an extension presentation on their maternity services.

c. Executive Director

Dickens informed the Commission regarding the increase in Association yearly dues. April 4th is a kickoff event for Week of the Young Child. April 12th evening event to celebrate 25 years of First 5 Shasta. March 26th is the annual planning day for the Commission. The end of the strategic plan is nearing, and the commission will need to decide how to move forward with the next strategic plan.

d. Commission

Mu talked about high levels of influenzas A and B. Ayer noted that the food bank has grown 19% since last year. Cole noted that there will be some budget issues with RPD.

9. Adjournment to Closed Session

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

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

The meeting adjourned at 3:43 p.m.