

Location of Meeting: Shasta College Community Leadership Center, 1401 California Street, Redding, CA 96001

Topic: First 5 Shasta Annual Commission Planning Day Meeting

Time: March 26, 2025, 8:30 AM Pacific Time

1. Call to Order

Welcome and Introductions by Brian Cole, Chair.
The meeting was called to order at 9:04 a.m.

Commission

Joe Ayer
Cindy Bishop
Brian Cole
Elisabeth Cooper
James Mu
Matt Plummer
Tara Shanahan

Staff

Wendy Dickens
Elizabeth Poole
Nicole Brainerd
Tristen Grantham
Doug Woodworth
Alexis Duffy
Jackie Scott
Tia Diaz
Amber Condrey
Megan Johnson

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. Staff and Commission Discussion/Interactive Activity

Staff and Commissioners reviewed the Strengths Finder results. The staff then split into groups to present to the Commissioners on outcomes related to grants, programs, fiscal matters, administration, and communications.

4. Strategic Plan Review and Discussion

There was a discussion around the current goals, with questions raised about their impact within the broader strategic plan. Staff and Commissioners explored which goals and strategies are being effectively addressed, and where engagement may be falling short. The group expressed that creating a more flexible strategic framework could help improve outcomes moving forward.

5. First 5 Shasta Financial Report FY 2024–25 (July–February) Budget to Actuals Action Item

Motion to approve Financial Report FY 2024–25 (July–February) Budget to Actuals.

Motion/Seconded: Plummer/Shanahan

Ayes: Bishop, Cole, Cooper, Mu, Plummer, Shanahan

Nays: None

Motion: Approve



- 6. Evaluation and Advisory Committee Member Update** **Action Item**
Motion to approve updated evaluation and advisory committee members as documented in the staff report.
Motion/Seconded: Shanahan/Cole
Ayes: Bishop, Cole, Cooper, Mu, Plummer, Shanahan
Nays: None
Motion: Approve

- 7. New Strategic Plan Process** **Action Item**
The group discussed whether to outsource the development of the strategic plan or have internal staff lead the update, which is scheduled for release in July 2026. Cole requested that F5S obtain a quote from Glen Price Group to complete the plan. Further discussion is needed to determine if internal staff have the capacity to carry out the strategic planning process. No action was taken at this time.

The meeting was adjourned at 4:05 p.m.

Submitted by,

Tristen Grantham