



Modoc County Children & Families Commission  
901 N. East "A" Street Alturas, CA 96101  
Telephone (530) 233-7122  
October 29, 2019  
ADOPTED MINUTES

Members of the Commission met for a Public Hearing and Regular Meeting at Early Head Start at 5:30 p.m. Chair Lybarger called meeting to order pursuant to law.

**Call to Order & Flag Salute**

**Members Present**

Alice Lybarger-Chair  
Edward Richert, MD  
Tanya Schulz  
De Funk  
Patricia Cullins

**Public Present**

None

**Staff Present**

Nicole Hinton

**Public Hearing and Regular Meeting**

**Public Comment**

None

**Item 1 Approve/Disapprove Minutes from the September 11, 2019 Public & Regular Meeting**

Commissioner Richert motioned to approve the September 11, 2019 minutes as presented. Motion seconded by Commissioner Funk. Motion carries with 4 ayes, 0 nays, and 1 abstention – Commissioner Cullins.

**Item 2 Approve/Disapprove FY 18-19 First 5 Modoc Audit presented by RJ Ricciardi, Inc.**

Hiep Pham, representative of RJ Ricciardi, Inc. was present via conference call to present. Ms. Hinton noted the annual Cash to Accrual worksheet was presented to and reviewed by the Fiscal Sub Committee, and explained methodology. Mr. Hiep provided the Commission with a written presentation detailing work and items identified in the FY 18-19 audit. Mr. Hiep voiced concern about Modoc County's audit and internal controls. He expressed First 5 Modoc's detailed records are mitigating a potential issue. Commissioner Cullins motioned to approve the FY 18-19 First 5 Modoc Audit as presented. Motion seconded by Commissioner Richert. Motion carries with 5 ayes, 0 nays, and 0 abstentions.

**Item 3 Approve/Disapprove First 5 Modoc FY 18-19 Annual Reporting AR 1 through AR 3 Submission to First 5 California**

Ms. Hinton explained the Annual Reports (AR 1 – AR 3) and noted changes from previous years. She explained the annual reporting matched to the annual audit. Commissioner Cullins motioned to approve the FY 18-19 Annual Reporting AR 1 through AR 3 for submission to First 5 California. Motion seconded by Commissioner Funk. Motion carries with 5 ayes, 0 nays, and 0 abstentions.

**Presentation/Reports:**

None

**Commission Report:**

Commissioner Funk recently provided 300 books, titled *Room on a Broom*, to local children including preschools, daycares and agencies.

**Staff Report:**

Executive Director Hinton updated the Commission on program outreach and current projects. Ms. Hinton attended the Quality Counts California Professional Learning Institute convening (9/24-9/25); she learned of the SEEDS model/framework and plans to work with the Modoc Child Development Committee (MCDAC) to see about feasibility countywide. Ms. Hinton attended First 5 Northwest Region retreat (9/25-9/27); discussed the regional infant/early mental health SAMSHA grant with University of California, San Francisco (UCSF) staff. Also, gave input with others to the California Center of Rural Policy on natural disasters/fires affecting the north state. The NW Region ED group is working on a regional Commissioner convening for all 11 counties. Ms. Hinton is working with USCf to coordinate a winter visit. She explained First 5 Modoc is hosting remote site trainings for Strategies 2.0/UCSF; the next one is November 7 at Modoc County Office of Education featuring Dr. Barbara Ivins. Dr. Ivins will present Early Childhood Mental Health: Thinking Developmentally about Risk and Protective Factors. The Strategies 2.0 training opportunities are free to all individuals working with children and their families. In addition, Ms. Hinton is working with Strategies 2.0/UCSF to bring a five day training for the Family Strengthening Certificate program. Ms. Hinton noted she is currently attending the remote site training for Successful Inclusive Practices for Children w/Autism Spectrum Disorder; hosted by the Shasta Office of Education.

**Correspondence:**

None

**Fiscal**

- a) August
- b) September

Ms. Hinton reported fiscal in order.

**Item 6 Announcement of the next Public Hearing & Special Meeting**

Date: November 13, 2019  
 Time: 5:30 p.m.  
 Location: Early Head Start

**Adjournment**

**Time: 5:54 pm**

Respectfully Submitted

Chair Lybarger

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