



Modoc County Children & Families Commission
901 N. East "A" Street Alturas, CA 96101

Telephone (530) 233-7122

June 12, 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 Cullins called meeting to order pursuant to law.

Call to Order & Flag Salute

Members Present

Patricia Cullins – Chair
Tanya Schulz – Vice Chair
Edward Richert, MD
Alice Lybarger
De Funk
Melissa Channell

Public Present

Andrea Huggins
(Conference Call-in)

Staff Present

Nicole Hinton

Public Hearing and Regular Meeting

Public Comment

None

Item 1 Approve/Disapprove Minutes from the May 8, 2019 Regular Public Meeting

Commissioner Channel motioned to approve the May 8, 2019 minutes with corrections to Item #6a, to state “23 enrolled currently and 32 served”, and correction to Item #8, to state “seconded by Commissioner Schulz.” Commissioner Schulz seconded the motion. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

Item 2 Approve/Disapprove Mini Grant Request Sierra Cascade Family Opportunities “PlusOptix Vision Screener” FY 19 -20 (\$7,100)

Representative Andrea Huggins, Health & Services Manager of Sierra Cascade Family Opportunities, joined via teleconference. Ms. Huggins answered questions from the Commission regarding inclusion practices, referral process and exclusivity. Commission commenced with proposal scoring; Chair Cullins announced sufficient score to award. Commissioner Lybarger motioned to approve the Sierra Cascade Family Opportunities “PlusOptix Vision Screener” Mini Grant request \$7,100. Commissioner Funk seconded the motion. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

Commissioner Richert and Schulz recused themselves at 5:42 p.m.

Item 3 Approve/Disapprove MCPH – “Healthy Beginnings HV Program” \$28,350

Brief discussion was held by Commission followed by proposal scoring. Chair Cullins announced sufficient score to award. Commissioner Channell motioned to approve the Modoc

County Public Health “Healthy Beginnings HV Program” Formal Proposal \$28,350.
Commissioner Funk seconded the motion. Motion carries with 4 ayes, 0 nays, and 2 recusal.

Chair Cullins relinquished the gavel to Vice Chair Schulz recusing herself at 5:45 p.m.
Commissioner Richert and Schulz returned at 5:46 p.m.

Item 4 Approve/Disapprove TEACH, Inc. – SVCDC – Strong Start” \$44,749

Brief discussion was held by Commission followed by proposal scoring. Vice Chair Schulz announced sufficient score to award. Commissioner Funk motioned to approve the TEACH, Inc. SVCDC “Strong Start” Formal Proposal \$44,749. Commissioner Lybarger seconded the motion. Motion carries with 5 ayes, 0 nays and 1 recusal.

Chair Cullins returned at 5:50 p.m., Vice Chair Schulz relinquished gavel.

Item 5 Approve/Disapprove First 5 California Annual Report FY 17-18

Executive Director Hinton explained approval of the First 5 California Annual Report FY 17-18 is a deliverable requirement for the Local Area Agreement. Commissioner Lybarger motioned to approve the First 5 California Annual Report FY 17-18 as presented. Commissioner Channell seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 6 Approve/Disapprove FY 18-19 Administrative Budget Modifications as recommended by the Fiscal Sub-Committee on 6/5/2019

Commissioner Cullins asked a clarifying question about medical benefits and vacation/sick/termination buyout. Ms. Hinton explained the medical stipend and medical benefit options she is receiving paid by the Commission. Commissioner Channell motioned to approve the FY 18-19 Administrative Budget Modifications as recommended by the Fiscal Sub Committee on 6/5/2019. Commissioner Funk seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 7 Approve/Disapprove FY 18-19 Retroactive Increase to Exempt Salary Threshold as recommended by the Fiscal Sub-Committee on 6/5/2019

Commissioner Cullins asked a clarifying question about the retroactive payout and medical benefits. Ms. Hinton explained upon contact with Payroll the retroactive pay would be for five months, January through May. She noted June payroll would reflect the increase from \$4,000 to \$4,160 monthly. She also explained the medical stipend for Confidential/Management and medical benefits she has opted to receive paid by the Commission. Commissioner Richert motioned to approve a Retroactive Increase to Exempt Salary Threshold, as of January 1, 2019, as recommended by the Fiscal Sub Committee on 6/5/2019. Commissioner Lybarger seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 8 Approve/Disapprove Modoc County MOU 2019-2021 recommended by the Fiscal Sub-Committee on 6/5/2019

Executive Director read email correspondence between Modoc County Human Resource Director Pam Randall; as per correspondence Confidential/Management are to continue to adhere to the previous (2013) MOU until a resolution is reached. Discussion was held about 2019-2021 MOU additions and changes. Commissioner Schulz motioned to approve the adoption of Modoc County MOU 2019-2021 and 2013 for Confidential/Management as recommended by the Fiscal Sub Committee on 6/5/2019. Commissioner Channell seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 9 Approve/Disapprove FY 19-20 Administrative Budget as recommended by the Fiscal Sub-Committee on 6/5/2019

Brief discussion held by Commission. Commissioner Channell motioned to approve the FY 19-20 Administrative Budget as recommended by the Fiscal Sub Committee on 6/5/2019. Commissioner Richert seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 10 Approve/Disapprove Recommitment of unspent grantee funds from FY 17-18 (\$19,742.97) to FY 19-20 as recommended by the Fiscal Sub-Committee on 6/5/2019

Discussion held by Commission about projected shortfall and recommitment of funds for FY 19-20. Ms. Hinton explained recommitment of funds would allow for further FY 19-20 program grant funding. Commissioner Funk motioned to approve the recommitment of unspent grantee funds from FY 17-18 (\$19,742.97) to FY 19-20 as recommended by the Fiscal Sub Committee on 6/5/2019. Commissioner Lybarger seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 11 Approve/Disapprove Recommitment of FY 18-19 Micro/Mini funds (\$7,900) to FY 19-20 as recommended by the Fiscal Sub-Committee on 6/5/2019

Commissioner Richert motioned to approve the recommitment of unspent FY 18-19 Micro/Mini funds (\$7,900) to FY 19-20 as recommended by the Fiscal Sub Committee on 6/5/2019. Commissioner Funk seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 12 Approve/Disapprove Long-Term Stability/Fiscal Stability Plan FY 2019-2020 through FY 2023-2024 as recommended by the Fiscal Sub-Committee on 6/5/2019

Brief discussion was held by Commission. Commissioner Lybarger motioned to approve the Long-Term Sustainability/Fiscal Stability Plan FY 2019-2020 through FY 2023-2024 as recommended by the Fiscal Sub Committee on 6/5/2019. Commissioner Channell seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Item 13 Approve/Disapprove Resignation of Commissioner Amanda Hoy

Brief discussion was held by Commission; Commissioner Lybarger noted she had reached out to Ms. Hoy to become an alternate. Commissioner Funk motioned to approve the resignation of Commissioner Amanda Hoy. Commissioner Lybarger seconded the motion. Motion carries with 6 ayes, 0 nays and 0 abstentions.

Presentation/Reports

Commission Report:

Chair Cullins reported input is being sought on a county hemp ordinance. She also noted Newell Park would be revamped with funds awarded by the McConnell Foundation and an open house June 27th. Commissioner Funk thanked Executive Director Hinton for systems work with Pre-K CLASS Observer training. Commissioner Schulz announced a health fair on June 22 at the Newell Park. The Commission congratulated Commissioner Richert and wife Carol, receiving the honor of 2019 Fandango Grand Marshals.

Staff Report:

Executive Director Hinton reported attending the QCNS Pre-K Class Observer training with SCFO and MCOE staff. She noted working on newly funded grantees HQP/FIPs for state reporting. Ms. Hinton announced First 5 Modoc would be hosting an infant/toddler family room at the Modoc District Fair, Aug. 15 -18. Ms. Hinton also noted she would contact Chair Cullins and Vice Chair Schulz to facilitate an annual performance review.

Correspondence:

Executive Hinton read correspondence from Modoc Joint Unified School District about monthly facility lease agreement increase.

Fiscal

a) April

Executive Director stated fiscal to be in order.

Announcement of the next Public Hearing & Regular Meeting

Date: July 10, 2019

Time: 5:30 p.m.

Location: Early Head Start

Adjournment

Time: 6:15 p.m.

Respectfully Submitted

Chair Cullins
