



Modoc County Children & Families Commission
901 N. East "A" Street Alturas, CA 96101
Telephone (530) 233-7122
July 10, 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
Carole McCulley - Alternate

Public Present

Doreen Power Smith

Staff Present

Nicole Hinton

Public Hearing and Regular Meeting

Public Comment

None

Item 1 Approve/Disapprove Minutes from the June 12, 2019 Regular Public Meeting

Commissioner Richert motioned to approve the June 12, 2019 minutes with corrections to Item #1, headline to state “*May 8*”, and change number served to “*32 served.*” Commissioner Schulz seconded the motion. Motion carries with 4 ayes, 0 nays, and 0 abstentions.

Item 2 Approve/Disapprove Nomination and Election of Commission Chair and Vice Chair

Commission held brief discussion. Commissioner Richert motioned to nominate and elect Commissioner Alice Lybarger Commission Chair for FY 19-20. Commissioner Schulz seconded the motion. Motion carries with 4 ayes, 0 nays, and 0 abstentions.

Commissioner Schulz motioned to nominate and elect Commissioner Melissa Channell Commission Vice Chair for FY 19-20. Commissioner Richert seconded the motion. Motion carries with 4 ayes, 0 nays, and 0 abstentions.

Item 3 Approve/Disapprove Annual Review of 2015-2020 Strategic Plan and Addendum #1

Brief discussion held by Commission; questions by Ms. Power Smith addressed. Commissioner Schulz motioned to approve the 2015-2020 Strategic Plan and Addendum #1 for FY 19-20. Commission Alternate McCulley seconded the motion. Motion carries with 4 ayes, 0 nays, and 0 recusal.

Item 4 Approve/Disapprove Annual Review of Seventh Amended Bylaws of the Modoc County Children and Families Commission

Brief discussion was held by Commission. Commissioner Richert motioned to approve Seventh Amended Bylaws of the Modoc County Children and Families Commission for FY 19-20.

Commission Alternate McCulley seconded the motion. Motion carries with 4 ayes, 0 nays and 0 recusal.

Item 5 Approve/Disapprove Annual Review of First 5 Modoc Policies and Procedures

Executive Director Hinton noted modifications and changes made, brief Commission discussion followed. Questions about RFP timeline by Ms. Power Smith addressed by Commission and Ms. Hinton. Commission Alternate McCulley motioned to approve First 5 Modoc Policies and Procedures for FY 19-20. Commissioner Schulz seconded the motion. Motion carries with 4 ayes, 0 nays and 0 recusal.

Item 6 Approve/Disapprove Rescission of FY 18-19 Micro/Mini funds (\$7,900) to FY 19-20 as approved by Commission on June 12, 2019

Discussion held about commitment of funds to Modoc County Public Health “Just Strollin” for FY 18-19. Commissioner Richert motioned to rescind the approval of FY 18-19 Micro/Mini funds (\$7,900) to FY 19-20 Grant Budget. Commissioner Schulz seconded the motion. Motion carries with 4 ayes, 0 nays and 0 abstentions.

Item 7 Discussion/Review Goals & Objectives, Identify Indicators Draft Strategic Plan FY 2020-2025

Executive Director Hinton facilitated “Ladder of Feedback” protocol, Commission and public provided feedback to goals, objective and indicators identified for priority areas one through four. Direction given to Ms. Hinton for changes and modifications.

Item 8 Adjournment to Closed Session, Personnel Exception 54957 et, seq. Employee Performance Evaluation; Executive Director Hinton

Commission Alternate McCulley motioned to adjourn to closed session. Commissioner Schulz seconded the motion. Motion carries with 4 ayes, 0 nays and 0 abstentions. Commission adjourned to closed session at 6:05 p.m.

Item 9 Reconvene to Open Session

Commissioner Richert motioned to reconvene to open session. Commissioner Schulz seconded the motion. Motion carries with 4 ayes, 0 nays and 0 abstentions. Commission reconvened to open session at 6:25 p.m. Commission Chair Cullins reported department head performance evaluation was conducted and to be continued and completed by Commissioner Schulz.

Presentation/Reports

Commission Report:

No reports.

Staff Report:

Executive Director Hinton Local Area Agreement SPCFA deliverables were turned in on June 26, 2019. Ms. Hinton is beginning the conversion process for FY 18-19 audit and Annual Report data compiling. She is working with programs to set up a Family Fun Zone at Modoc District Fair, Aug. 15-18. Ms. Hinton reported all but one contract (Modoc County Public Health) had been returned for FY 19-20; Ms. Hinton is working with grantees on reporting documents and process for FY 19-20.

Correspondence:

Executive Hinton read correspondence to Modoc County Board of Supervisors Chair Ms. Kathie Rhoads. Correspondence addressed Commission vacancy created by resignation of Ms. Amanda Hoy.

Fiscal

a) November 2018 through May 2019

Executive Director Hinton explained correction to FY 18-19 Micro/Mini grant funds for MCPH “Just Strollin.”

b) June 2019

Ms. Hinton reported June fiscal in order with a remainder of \$15.35 in budget Administration expenses.

Announcement of the next Public Hearing & Regular Meeting

Date: September 11, 2019
Time 5:30 p.m.
Location Early Head Start

Adjournment

Time: 6:29 p.m.

Respectfully Submitted

Chair Cullins
