



Modoc County Children & Families Commission  
901 N. East "A" Street Alturas, CA 96101  
Telephone (530) 233-7122  
July 11, 2018  
Adopted Minutes

Members of the Commission met for a Public Hearing and Regular Meeting at Early Head Start at 5:33 pm. Chair Cullins called meeting to order pursuant to law.

**Call to Order & Flag Salute**

**Members Present**

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

**Public Present**

None

**Staff Present**

Amanda Hoy  
Nicole Hinton

**Public Hearing and Regular Meeting**

**Public Comment**

None

**Item 1 Approve/Disapprove Minutes from the June 13, 2018 Public & Regular Meeting**

Commissioner Funk motioned to approve the June 13, 2018 minutes. Motion seconded by Commissioner Lybarger. Motion carries with 5 ayes, 0 nays, and 0 abstentions.

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

Commission held nomination discussion. Commissioner Funk motioned to re-nominate and elect Commissioner Cullins as Chair and Commissioner Schulz as Vice Chair for FY18-19. Motion seconded by Commissioner Lybarger. Motion carries with 5 ayes, 0 nays, and 0 abstentions.

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

Commissioner Lybarger noted her title information should be changed. Commissioner Richert motioned to approve the 2015-2020 Strategic Plan and Addendum #1 with a change to Commissioner Lybarger's title for FY18-19. Motion seconded by Commissioner Funk. Motion carries with 5 ayes, 0 nays, and 0 abstentions.

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

Commissioner Schulz motioned to approve the Seventh Amended Bylaws of the Modoc County Children and Families Commission for FY18-19. Motion seconded by Commissioner Lybarger. Motion carries with 5 ayes, 0 nays, and 0 abstentions.

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

Executive Director Hinton described the fiscal year date changes to the grants and the RFP timetable; stated the RFP can be reevaluated if the commission deemed necessary. Commissioner Cullins asked about the County MOU. Executive Directors Hinton and Hoy explained last year's Auditor recommended First 5 Modoc review the MOU annually; upon the County procuring a newer version the Commission will review at that time. Commissioner Funk motioned to approve First 5 Modoc Policies and Procedures for FY18-19. Motion seconded by Commissioner Lybarger. Motion carries with 5 ayes, 0 nays, and 0 abstentions.

**Presentation/Reports:**

Commissioner Cullins requested the addition of one community member to the Commission asked it be added to the September 12, 2018 agenda.

**Staff Report:**

Executive Director Hinton spoke to the Commission about receiving the Prop. 56 backfill revenue. Executive Director Hoy expressed concerns for future funds and how it is likely to affect the (SPCFA) augmentation in future years. Ms. Hoy addressed the Commission regarding CalPers Unfunded Liability. She stated upon reconciling June FY17-18 it became apparent the County Auditor's office had created a journal entry to deduct the Unfunded Liability amount, this was done without prior notice or information on how the amount due was generated. Ms. Hoy stated in past correspondence with Auditor Wellemeyer, they had jointly discussed and agreed that First 5 Modoc's Unfunded Liability would be adjusted once outlying factors are taken in to consideration; outlying factors included those departments who have left the county and the county is still liable for their portion of the Unfunded Liability. Executive Director Hoy stated this will now need to be tracked very carefully. Ms. Hoy provided email correspondence with Ms. Wellemeyer that acknowledges the deduction was incorrect and the county would be working to reconcile this. Ms. Hinton and Ms. Hoy will follow up with Ms. Wellemeyer.

**Commission Report:**

Commissioner Cullins reported she had recently meet a retired CalPers CPA; had an interesting conversation in regards to the Unfunded Liability.

**Correspondence:**

No correspondence.

**Fiscal**

**a) May**

Executive Directors Hoy and Hinton stated all was in order. Commissioner Cullins asked Executive Director Hoy about her vacation and comp time. Ms. Hoy responded it would be reconciled at the end of July.

**Item 12 Announcement of the next Public Hearing & Regular Meeting**

Date: September 12, 2018  
Time: 5:30 p.m.  
Location: Early Head Start

**Adjournment**

**Time: 6:05 pm**

Respectfully Submitted

Chair Cullins

\_\_\_\_\_

\_\_\_\_\_