



**SUTTER COUNTY CHILDREN & FAMILIES COMMISSION
COMMISSION MEETING
September 18, 2024**

The Sutter County Children & Families Commission held a regular meeting on the above date at 3:30 p.m. at the Sutter County Administrative Office Conference Room, 1160 Civic Center Blvd., Ste. A, Yuba City, CA 95993.

CALL TO ORDER

Commissioner Ziegenmeyer called the meeting to order at 3:30 p.m. and requested the roll call.

COMMISSIONERS PRESENT: Mike Ziegenmeyer, Mat Gulbrandsen, Narinder Dhaliwal, Doreen Osumi, Sarah Eberhardt-Rios, Nicole Ritner, Dr. Robert Morgan and Marc Boomgaarden.

COMMISSIONERS ABSENT: Tonya Byers, Narinder Dhaliwal

STAFF PRESENT: Michele Blake, Executive Director and Julie Price, Executive Secretary

PLEDGE OF ALLEGIANCE

Chairman Ziegenmeyer led the Commission & audience in the Pledge of Allegiance

WELCOME NEW COMMISSIONER, DR. ROBERT L. MORGAN

Michele Blake, Executive Director, introduced new Commissioner Dr. Robert Morgan, Sutter County Superintendent of Schools Assistant Superintendent, SELPA. Commissioners present warmly welcomed Dr. Morgan to the Commission.

PUBLIC PARTICIPATION

No public comment was received.

ACTION ITEMS

1) 2024-2025 SUTTER COUNTY CHILDREN & FAMILIES COMMISSION PROPOSED BUDGET REVISION

Ms. Blake referred to the staff report included in the meeting packet & outlined the budget line-item adjustment requests for the fiscal year 2024-2025. These adjustments include additional grant funding awarded from the California Office of Traffic Safety for bicycle & pedestrian safety & Sutter-Yuba Behavioral Health Services

Agency (BHSA), updated Proposition 10 revenue projections, & the elimination of Commission reserve funding for the three-year ParentPowered contract due to increased revenue. Expense adjustments to align with the increased revenue include additional allocations for the Stay & Play program, Strategic Plan Support Contingency, Program Systems Improvement efforts, & administrative expenses.

In response to Commissioner questions about newly funded positions through recently acquired grant funding, Ms. Blake explained that the CalFresh grant is a three-year award. She added that other positions will be sustained by leveraging additional funding & reapplying for grant funding. Ms. Blake further clarified that these positions will be designated as limited-term.

On motion of Commissioner Ritner, seconded by Commissioner Eberhardt-Rios, Chairman Ziegenmeyer called for a vote that carried as follows: AYES: Commissioners Ziegenmeyer, Eberhardt-Rios, Osumi, Ritner, Gulbrandsen, Morgan, Boomgaarden; ABSTAIN: None; NOES: None; ABSENT: Commissioner Byers & Dhaliwal the Commission approved the 2024-2025 Sutter County Children & Families Commission budget revision as presented.

2) GROWING UP MINDFUL PROGRAM REVISION

Ms. Blake referenced the staff report, increased \$4,306.80 Proposition 10 investment, & noted the revised program will now include three 6–8-week series of the "Stay and Play" evidence based program to provide a comprehensive & supportive environment for families & caregivers, two Mentor & Me mindfulness pop-up style classes, & community outreach held exclusively at the Sutter Branch Library.

On motion of Commissioner Osumi, seconded by Commissioner Boomgaarden, Chairman Ziegenmeyer called for a vote that carried as follows: AYES: Commissioners Ziegenmeyer, Osumi, Ritner, Gulbrandsen, Boomgaarden, Morgan, Eberhardt-Rios; ABSTAIN: None; NOES: None; ABSENT: Commissioner Dhaliwal, Byers the Commission approved the Growing Up Mindful program revision as presented.

3) AUTHORIZATION OF ADDITIONAL SUTTER COUNTY CHILDREN & FAMILIES COMMISSION STAFF

Ms. Blake referenced the staff report and provided an update on the need for additional staffing to support newly secured grant agreements and the Partnership HealthPlan of California agreement under the CalAIM Partnership Incentive Payment Program (IPP). She explained that the Commission will need to hire a full-time Health Program Specialist (LT) to manage the OTS Pedestrian and Bicycle Safety Program, as well as a part-time Health Program Specialist (LT) to support activities under the CalFresh agreement. Additionally, an existing Office Assistant II position within Sutter County Public Health will be converted to serve as a Community Health Worker under the CalAIM Partnership IPP while remaining classified as an Office Assistant II. These staffing adjustments are necessary to ensure sufficient capacity to implement and achieve the goals of these grant-funded programs effectively.

On motion of Commissioner Boomgaarden, seconded by Commissioner Gulbrandsen, Chairman Ziegenmeyer called for a vote that carried as follows: AYES: Commissioners Ziegenmeyer, Eberhardt-Rios, Osumi, Ritner, Gulbrandsen, Morgan, Boomgaarden; ABSTAIN: None; NOES: None; ABSENT: Commissioner Byers, Dhaliwal the Commission authorized the Executive Director to work with Sutter County Human Resources to hire additional staff as presented.

CONSENT CALENDAR

On motion of Commissioner Boomgaarden, seconded by Commissioner Eberhardt-Rios, and carried as follows: AYES: Commissioners Ziegenmeyer, Eberhardt-Rios, Ritner, Morgan, Osumi, Boomgaarden, Gulbrandsen;

ABSTAIN: None; NOES: None; ABSENT: Commissioner Byers, Dhaliwal; the Commission approved the Consent Calendar, as follows:

- 4) Approval of the minutes for the June 26, 2024 meeting
- 5) Proposed 2025 Commission meeting dates

DIRECTORS REPORT

First 5 California Sacramento Region 25th Anniversary Celebration

Ms. Blake announced the upcoming First 5 California Sacramento Region 25th Anniversary Celebration, scheduled for November 14th at the Placer County Office of Education. She encouraged Commissioners to save the date & attend if their schedules permit.

National Family Support Network certification update

Ms. Blake reported that Commission staff participated in the two-day certification training on September 5th & 6th. The training focused on the nationally adopted Standards of Quality for Family Strengthening and Support programs, including Family Resource Centers, home visiting programs, and child development programs.

FY 2023/2024 Sutter County Children & Families Commission Audit update

Ms. Blake informed the Commission that the County's FY 2023-2024 books are scheduled to close on November 12th. However, due to unforeseen challenges with the implementation of Workday thus far, the timeline may be delayed. To allow the County additional time to complete the process, Ms. Blake proposed rescheduling the October meeting to November. Commissioners agreed to move the scheduled October 30th meeting to November 19th. Ms. Blake also noted that she has contacted First 5 California to request an extension for submission, as the October 31st deadline will not be met.

2025-2030 Strategic Plan update

Ms. Blake reported that Commission staff have been working with Applied Survey Research (ASR) on the development of the 2025-2030 Strategic Plan work plan timeline & Community Survey. She noted that the Community Survey will be distributed in October & encouraged Commissioners to share the survey link with their networks to maximize community participation.

FindHelp update

Ms. Blake shared March 2023-August 2024 closed loop referral data from FindHelp. She noted an 81% closed loop rate for 386 referrals.

In the Community

Ms. Blake delivered a thorough visual presentation highlighting the community events in which the staff has participated over the previous months.

PUBLIC COMMENT

No public comment was received.

ADJOURNMENT

With no further business coming before the Commission, the meeting was adjourned at 4:04 p.m.

By:
Julie Price
Executive Secretary