



SUTTER COUNTY CHILDREN & FAMILIES  
COMMISSION COMMISSION MEETING  
November 19, 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**

Vice Chair Byers called the meeting to order at 3:30 p.m. and requested the roll call.

**COMMISSIONERS PRESENT:** Commissioners Tonya Byers, Narinder Dhaliwal, Mat Gulbrandsen, Narinder Dhaliwal, Doreen Osumi, Sarah Eberhardt-Rios, Nicole Ritner, Dr. Robert Morgan and Marc Boomgaarden.

**COMMISSIONERS ABSENT:** Commissioner Mike Ziegenmeyer

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

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**PLEDGE OF ALLEGIANCE**

Vice Chair Byers led the Commission & audience in the Pledge of Allegiance

**PUBLIC PARTICIPATION**

No public comment was received.

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**ACTION ITEMS**

**1) REQUEST FOR APPROVAL TO RELEASE RFP FOR FATHERHOOD ENGAGEMENT MEDIA CAMPAIGN INITIATIVE**

Michele Blake, Executive Director, referred to the staff report included in the meeting packet and requested the Commission's approval to release a Request for Proposals (RFP) for a Fatherhood Engagement Media Campaign. Ms. Blake noted funding for this initiative has already been allocated under the Improved Systems of Care result area, specifically the Home Visiting Collaborative program. Commission approval is required to initiate the RFP process. The Fatherhood Engagement Media Campaign will develop a culturally relevant and impactful multimedia strategy to encourage father involvement in the lives of children 0-5. This campaign will incorporate digital, print, and social media elements and highlight local fathers through a community-focused photo session.

On motion of Commissioner Gulbrandsen, seconded by Commissioner Eberhardt-Rios, Vice Chair Byers

called for a vote that carried as follows: AYES: Commissioners Dhaliwal, Byers, Eberhardt-Rios, Osumi, Ritner, Gulbrandsen, Morgan, Boomgaarden; ABSTAIN: None; NOES: None; ABSENT: Commissioner Ziegenmeyer the Commission approved the Commission approved the release of the RFP for the Fatherhood Engagement Media Campaign as presented.

## **2) FORMAL ADOPTION OF THE DEFINITION OF RURAL AREA POLICY INTO THE SUTTER COUNTY CHILDREN & FAMILIES COMMISSION POLICIES AND PROCEDURES MANUAL**

Ms. Blake referenced the staff report and recommended the Commission formally adopt the previously approved definition of rural areas as Section 217 into the Sutter County Children & Families Commission (SCCFC) Policies and Procedures Manual. Ms. Blake noted the definition was agreed upon at the June 2015 meeting and has guided the Commission's work since then however, it was not formally incorporated into the SCCFC Policies and Procedures Manual.

On motion of Commissioner Ritner, seconded by Commissioner Boomgaarden, Vice Chair Byers called for a vote that carried as follows: AYES: Commissioners Byers, Dhaliwal, Osumi, Ritner, Gulbrandsen, Boomgaarden, Morgan, Eberhardt-Rios; ABSTAIN: None; NOES: None; ABSENT: Commissioner Ziegenmeyer the Commission formally adopt the policy as Section 217: Definition of Rural Areas in Sutter County into the SCCFC Policies and Procedures Manual as presented.

## **3) REVIEW AND APPROVAL OF THE REPORT: "CHILDREN EXPERIENCING HOMELESSNESS IN YUBA CITY AND SUTTER COUNTY: A CALL FOR STRATEGIC INVESTMENT: AND THE ADOPTION OF SECTION 218: HOMELESSNESS ELIGIBILITY POLICY UNDER THE MCKINNEY-VENTO ACT**

Ms. Blake referenced the staff report and requested the Commission review and approve the report titled "Children Experiencing Homelessness in Yuba City and Sutter County: A Call for Strategic Investment" and adopt the proposed Section 218: Homelessness Eligibility Under the McKinney-Vento Act Policy to guide SCCFC-funded programs and services in addressing the needs of children and families experiencing homelessness in our community.

The Commissioners engaged in a detailed discussion about the McKinney-Vento Act and the support provisions included in the act. Commissioners directed staff to work with County Counsel for further clarification and guidance. No action was taken.

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## **CONSENT CALENDAR**

On motion of Commissioner Gulbrandsen, seconded by Commissioner Dhaliwal, and carried as follows: AYES: Commissioners Byers, Dhaliwal, Eberhardt-Rios, Ritner, Morgan, Osumi, Boomgaarden, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Commissioner Ziegenmeyer; the Commission approved the Consent Calendar, as follows:

## **4) Approval of the minutes for the September 18, 2024 meeting**

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## **DIRECTORS REPORT**

### **First 5 California Sacramento Region 25th Anniversary Power building Summit**

Ms. Blake provided a brief overview of the Summit & invited Commissioners who attended to share their event highlights. Commissioners Byers, Dhaliwal, and Morgan all expressed appreciation for keynote speaker

Dowell Meyers, noting his interesting information and insights.

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

Ms. Blake informed the Commission that the County is still finalizing the FY 2023-2024 books and has received an extension from First 5 California to submit the Commission's audit and Annual Report by January 17, 2025.

**2025-2030 Strategic Plan update**

Ms. Blake reported that the Community Survey and key informant interviews have been completed. Applied Survey Research (ASR) is currently conducting focus groups, and a draft plan will be presented at the January 2025 meeting.

**Update on partner Sustainability Workshops**

Ms. Blake noted that the final workshop in the four-part series will take place on December 4th. The workshops have focused on refining funded agencies' vision, mission, and impact areas; mapping potential funding sources for those areas; developing a funding action plan; and creating an impact snapshot. An outcomes presentation will be shared with the Commission in Spring 2025.

**Overview of Recent Funding Applications**

Ms. Blake shared that new grant applications have been submitted to the Sutter County Community Action Agency for seed funding to establish a Sutter County diaper bank. Additional applications include funding to support policy, and advocacy efforts through a California Department of Public Health Tobacco grant opportunity, as well as a request for additional life jackets for the Commission's loaner stations through the SeaTow Foundation.

**Community Engagement and Partnerships**

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

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**PUBLIC COMMENT**

Commissioner Boomgaarden announced that the City of Yuba City's Holiday Truck Parade will take place on the evenings of December 5-8. The parade schedule and additional details are available on the City of Yuba City website.

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**ADJOURNMENT**

With no further business coming before the Commission, the meeting was adjourned at 4:28 p.m.

By:  
Julie Price  
Executive  
Secretary