



SUTTER COUNTY CHILDREN & FAMILIES
SPECIAL COMMISSION MEETING &
PUBLIC HEARING
April 23, 2025

The Sutter County Children & Families Commission (SCFC) held a regular meeting & public hearing 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

Commission Ritner called the meeting to order at 3:31 p.m. & requested the roll call.

COMMISSIONERS PRESENT: Commissioners Sarah Eberhardt-Rios, Narinder Dhaliwal (3:34 p.m.), Nicole Ritner, Doreen Osumi, Dr. Robert Morgan, Toni Cole (3:57 p.m.) & Mat Gulbrandsen.

COMMISSIONERS ABSENT: Commissioners Mike Ziegenmeyer & Tonya Byers

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

PLEDGE OF ALLEGIANCE

Commissioner Ritner led the Commission & audience in the Pledge of Allegiance

PUBLIC PARTICIPATION

No public comment was received.

PUBLIC HEARING

1) Approval of FY 2023-2024 First 5 California Annual Report

Michele Blake, Executive Director, noted per the health & safety code the Commission is required to conduct an annual public hearing to review of the First 5 California Annual Report. Ms. Blake referenced the report contained in the meeting packet & noted the Sutter County highlight was not included in the report due to delayed submission of the FY 2023-2024 Sutter County Children & Families Commission Annual Report to First 5 California. Ms. Blake noted no Commission action is required.

This having been heretofore fixed as the date, time & place to hold a public hearing regarding the presentation of First 5 California 2023-2024 Annual Report, the matter was called to be heard. There being no public testimony, Commissioner Ritner closed the public hearing.

2) Review 2020-2025 Sutter County Children & Families Commission Strategic Plan

Ms. Blake referenced the 2020-2025 Sutter County Children & Families Commission Strategic Plan contained in the meeting packet. Ms. Blake noted no revisions are necessary & the strategic plan is consistent with the purposes of the Proposition 10 & adopted State Commission guidelines. Ms. Blake noted no Commission action is required.

This having been heretofore fixed as the date, time & place to hold a Public Hearing regarding the presentation of the 2020-2025 Sutter County Children & Families Commission Strategic Plan, the matter was called to be heard. There being no public testimony, Commissioner Ritner closed the public hearing.

3) Approval of Sutter County Children & Families Policies & Procedures

Ms. Blake reviewed the draft proposed policies & revisions, which include the addition of a cover page; revisions to Section 216 – Photography, Video Recording, & Audio Recording; & the addition of Sections 219 – Release of Information (ROI) , 310 – Food Purchase and Use Policy, 204 – Funding of Community Events, along with updates & additions to the Appendices to ensure alignment with the revised & new policies. Ms. Blake stated that County Counsel has reviewed & approved all proposed revisions & additions.

On motion of Commissioner Eberhardt-Rios, seconded by Commissioner Gulbrandsen & carried as follows: AYES: Commissioners Eberhardt-Rios, Osumi, Morgan, Ritner, Dhaliwal, Gulbrandsen; ABSTAIN: None; NOES: None; ABSENT: Ziegenmeyer, Byers, Cole; the Commission approved the policies & procedures as presented.

4) Approval of Sutter County Children & Families Commission Long Term Financial Plan

Ms. Blake presented the draft Long-Term Financial Plan (LTFP) for FY 2024–2025 through FY 2031–2032. The LTFP includes historical financial data, projected future revenue, & expenses based on conservative assumptions. It reflects anticipated declines in revenues from Proposition 10 & 56 tobacco tax funds, beginning with a 2% annual reduction after FY 2028–2029 with modest interest earnings. One-time grants & other revenues (e.g., project-based or county reimbursements) were only included if known. While not yet factored into the plan, Ms. Blake noted the Commission is exploring future opportunities to generate Medi-Cal revenue through CalAIM billing.

Regarding expenditures, the plan assumes program investments remain stable through FY 2025–2026 to support the transition into the new 2025-2030 Strategic Plan. While past program investments have included outside contractors, the inclusion of stable investment figures in the LTFP does not guarantee funding for any specific program or partner. Actual funding allocations will continue to be determined annually through the Commission's standard budget development & approval process. Administrative & evaluation costs include standard inflation adjustments & anticipated operational changes.

Beginning in FY 2025–2026, the plan projects annual deficits ranging from \$930,000 to \$1,013,000, which result from flat or declining revenue paired with increased program & operational costs. Ms. Blake noted that these deficits are expected to reinforce the importance of ongoing planning, strategic program evaluation, & diversification of funding sources. She emphasized that the LTFP is a planning framework intended to guide strategic decision-making, align financial resources with community needs, & ensure long-term sustainability. The LTFP underscores the need for continued innovation, partnership, & exploration of new funding opportunities.

Commissioners reviewed & discussed the projected annual deficits outlined in the LTFP. Also noted was the potential shift toward increased advocacy efforts, emphasizing the importance of sustaining support for programs serving children ages 0–5. Commissioners recommended revising the LTFP to a three-year format, including the current budget year & projections for the following two years. They also suggested

distinguishing one-time revenues from multi-year or ongoing funding sources to provide a more useful financial outlook.

On motion of Commissioner Gulbrandsen, seconded by Commissioner Eberhardt-Rios & carried as follows: AYES: Commissioners Eberhardt-Rios, Osumi, Morgan, Ritner, Dhaliwal, Gulbrandsen, Cole; ABSTAIN: None; NOES: None; ABSENT: Ziegenmeyer, Byers; the Commission approved the Sutter County Children & Families Commission Long Term Financial Plan as presented.

ACTION ITEMS

5) Approval of Sutter County Children & Families Commission Strategic Plan Strategies & Long-Term Funding Considerations Ad Hoc Committee Recommendations

Ms. Blake referenced the staff report included in the meeting packet & provided an overview of the Ad Hoc Committee meeting held on April 11th. The committee reviewed the Commission's financial materials, including the Long-Term Financial Plan, Sutter County GIS population mapping based on 2020 Census data for children ages 0–5, & a Strategic Investments Briefing outlining SCCFC's historical contractor funding & capacity-building investments. Also highlighted were the Commission's long-standing financial support for local partners, noting that over the years, Family SOUP has received \$2,088,434.70, Playzeum Yuba-Sutter \$1,751,355.22, South Sutter Swim \$30,000.00, Mindful Youth Adventure \$36,712.40, & Yuba Sutter Colusa United Way \$54,726.00 in Commission investments.

It was also noted that the Commission secured additional grant funding to offer a series of sustainability workshops designed to support contractors in preparing for the conclusion of their multi-year contracts on June 30, 2025. These workshops include sustainability planning, contractor-specific impact snapshots, technical assistance & coaching, & guidance on funding diversification.

It was further noted that all Commission-funded contracts include a sustainability clause, which places responsibility on contractors to plan for the conclusion of Commission funding. This requirement reflects the Commission's commitment to transparency & capacity-building by ensuring funded organizations are aware of the temporary nature of support & are encouraged to seek alternative resources.

Following its review, the Ad Hoc Committee recommended that the Commission not release any open, competitive Requests for Applications (RFAs) or Requests for Proposals (RFPs) for general program funding at this time. This recommendation reflects consideration of the Commission's long-term financial outlook, strategic priorities, & the importance of maintaining operational strength during the implementation of the 2025–2030 Strategic Plan. The committee clarified that this recommendation does not preclude the continuation of select targeted contracts aligned with operational needs & strategic initiatives, such as evaluation & systems-building efforts.

Considering the anticipated revenue decline, primarily due to the continued decrease in Proposition 10 tobacco tax funding, the committee underscored the need for ongoing financial planning, strategic program evaluation, & diversification of funding sources. The committee also encouraged exploring new foundational grant opportunities while continuing to pursue the types of grant funding that have been successfully secured by the Commission staff in the past.

On motion of Commissioner Eberhardt-Rios, seconded by Commissioner Osumi & carried as follows: AYES: Commissioners Eberhardt-Rios, Osumi, Morgan, Ritner, Dhaliwal, Gulbrandsen, Cole; ABSTAIN: None; NOES: None; ABSENT: Ziegenmeyer, Byers; the Commission approved the recommendation of the Ad Hoc Committee that the Commission not release any open, competitive Requests for Applications (RFAs) or Request for Proposals (RFPs) for general program funding at this time.

SPECIAL PRESENTATIONS

6) 2024 Kindergarten Readiness Assessment

Jordan Katti, Applied Survey Research, presented the 2024 Kindergarten Readiness Assessment findings. The presentation & full report was included in the meeting packet.

7) Sustainability Project Update- Playzeum Yuba-Sutter

Staci Howell, Playzeum Yuba-Sutter, shared information, support details, & impact snapshot developed through the Commission-funded contractor sustainability workshops. A copy of the presentation was included in the meeting packet.

CONSENT CALENDAR

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

8) Approval of the minutes for the February 4, 2025 meeting

9) Approval of the minutes for February 6, 2025 meeting

DIRECTORS REPORT

Grant updates

Ms. Blake provided an update on grant funding applications submitted to the Office of Child Abuse Prevention, the Behavioral Health Services Act, & the Feather River Air Quality Management District.

Imagination Library Donation

Ms. Blake reported a \$3,000 donation to the Imagination Library program from the Public Employees' Union, Local 1, the parent organization of the Sutter County Employees' Association.

Sutter County Community Baby Shower

Ms. Blake announced that the Commission, in partnership with several County departments & community organizations, will be coordinating the revival of the Sutter County Community Baby Shower. The event is scheduled for Saturday, May 31st, at Ettl Hall at the Sutter County Museum & will mark the first time the popular event has been held since the pandemic.

Fatherhood Initiative Campaign update

Ms. Blake shared Commission staff has met with Sapphire Marketing to review the Fatherhood Engagement Communications Plan & campaign timeline.

Sutter County Museum Children's Exhibit Partnership

Ms. Blake announced a partnership with the Sutter County Museum Association to host the hands-on, interactive children's museum exhibit *Voyage to Vietnam: Celebrating the Tet Festival*. Created &

circulated by the Children's Discovery Museum of San Jose, the exhibit will be available at the Sutter County Museum with free admission from May 7th through August 10th.

In the Community update

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

Program Reports

Commissioners reviewed program reports. No discussion was held.

PUBLIC COMMENT

No public comment was received.

ADJOURNMENT

With no further business coming before the Commission, the meeting was adjourned at 5:13 p.m.

By:
Julie Price
Executive Secretary