



October 25, 2010

Commission Meeting Minutes

*East Room, Mendocino County Office of Education
2240 Old River Rd.
Ukiah, CA 95482*

Commission Members Present:

Diane Pauli	Jim Levine	Lucresha Rentería
Tammy Scott	David Colfax	

Commission Members Absent:

Stacey Cryer	Jeremy Mann	Paul Tichinin
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Staff Present:

Anne Molgaard	Cassie Dillman	Adrienne Binder
Roseanne Castro	Menaka Olson	Lydia Villegas-Lopez
Maya Stuart	Mary Pettit	Melanie Underhill

Public Present:

Kelly Burwell	Heather Regelbrugge	Candie Stewart
Linda Nagel	Sidney Regelbrugge	
Cathy Minicucci	Jill Carey	

ITEM 1 Welcome & Introductions by Commission Chair, Lucresha Rentería

Commissioner Rentería called the meeting to order at 1:14p.m. Those present introduced themselves.

ITEM 2 Public Comment on Non-Agendized Items

None.

ITEM 3 Consent Calendar (*Action*)

- A.** Approve Agenda
- B.** Approve Draft Minutes of September 27, 2010 Commission Meeting
- C.** 2010-11 Evaluation Contract

Motion was made to approve the Consent Calendar. Motion/Pauli, Second/Scott. Passed.

ITEM 10 Special Funding Requests – October, 2010 (*Action*)

Executive Director Molgaard stated that Commissioners voted, at the May planning meeting, to set aside \$48,000 for Special Funding Requests in three cycles.

Previously, the Commission received requests for funding on an as needed basis and the Commission was not able to rate applications against each other.

Executive Director Molgaard reported that for this first funding cycle a review panel consisting of two Commissioners and three community members was convened to review, discuss and rate requests.

Executive Director Molgaard facilitated the group and Roseanne Castro, Executive Secretary recorded notes from the discussion. Each member of the review panel signed a conflict of interest form for each application reviewed. Executive Director Molgaard stated that if a conflict arose, the rater recused himself/herself from commenting or rating the application.

Applications were rated and assigned points according to the matrix approved by the Commission. Points were allocated for requests meeting the following objectives:

- 1) Proposal looked achievable and well planned;
- 2) Proposal had a strong link to FIRST 5 Mendocino goals;
- 3) Proposal met a well-documented basic need for families;
- 4) Applicant demonstrated a strong capacity for programmatic and fiscal oversight; and
- 5) Request had a sufficient and reasonable looking budget that contained in-kind donations.

Executive Director Molgaard stated that since the Commission's intention with small grants this year was to fund projects that met a family's basic need, the greatest points were available in this category.

The review panel recommended the Commission fund the following five projects with \$16,325:

- 1) Food for All's Covelo Food Pantry Equipment for \$750
- 2) Leggett Unified School District's Playground for \$2,500
- 3) North Coast Opportunity Head Start's Behavioral Support for \$5,000
- 4) North Coast Opportunity Rural Communities Child Care's Food Program for \$5,000; and
- 5) Round Valley Indian Health Center's Car Seats and Training for \$3,075

Commissioners reviewed applications and held a discussion. Commissioner Pauli stated that funding should be focused on meeting the basic needs of families. Executive Director Molgaard shared that Commissioner Mann had mentioned reconsidering the rating matrix next time to allocate more points possible to requests that will meet basic needs.

Commissioner Pauli made a motion to approve all five requests for funding as recommended by the review panel: 1) \$750 for Food for All; 2) \$2,500 for the Leggett Unified School District; 3) \$5,000 for the NCO Head Start; 4) \$5,000 NCO Rural Communities Child Care; and 5) \$3,075 for the Round Valley Indian Health Center. Motion/Pauli, Second/Levine. Passed.

Commissioner Levine and Scott stated that future applicants must clearly address the number of children, ages 0-5, they plan to serve in their requests. Staff was directed to add more detail to the grant application guidelines on what needs to be described in the request and to inform applicants of how much funding is available during the funding cycle.

Commissioner Rentería revisited the request for funding from New Springs Preschool and suggested the Commission fund the hot lunch portion of the request. Discussion held. Heather Regelbrugge, applicant from New Springs Preschool, answered questions from Commissioners and stated that the preschool serves children ages 2-4 for two days a week from 9:00 a.m. to 1:00 p.m. during the school year. Executive Director Molgaard stated that the review panel discussed funding the hot lunch portion of this request as the early child development experts on the panel

appreciated the idea of parents, from this isolated region of the county, coming together with their children for play and socialization.

(Commissioner Pauli leaves at 1:45 p.m. to attend a funeral)

Ms. Regelbrugge provided further information and it was determined that New Springs Preschool could provide 1,028 meals for young children at approximately \$2 per meal. Commissioner Scott inquired about local community donations. Executive Director Molgaard inquired about the group purchasing meals through the Laytonville School District. Ms. Regelbrugge stated that the coop considered that option but decided not to use the district for meals as work is in progress to improve the menus. Ms. Regelbrugge stated that the preschool was recently approved for \$500 in grant funding from another source to apply toward this proposal.

Motion made to expend \$1,500 for hot lunches for the New Spring Preschool. Motion/Levine. Second/Scott. Passed.

ITEM 6 2009-10 Independent Audit (*Action*)

Executive Director Molgaard stated there were no findings or Management Letter in the Audit.

Commission Chair Rentería opened a public hearing. No comments were received. The public hearing was closed.

Motion was made to accept the 2009-10 Independent Audit. Motion/Scott, Second/Levine. Passed.

ITEM 7 Annual Report to the State 2009-10 (*Action*)

Cathy Minicucci, contracted Local Evaluator, presented program data for 2009-10 to the Commission. Ms. Minicucci reported that in 2009-10 there were 5,575 children ages 0-5 served by FIRST 5 Mendocino, an increase from 2008-09, where the total children ages 0-5 served was 3485. The programs that account for this increase were Imagination Library with increased registrations and the increase in Ages and Stages Questionnaire (ASQ) screenings conducted through Raise & Shine and medical practices (many more ASQ Screenings than the Special Needs Project).

Ms. Minicucci reported that in 2009-10 FIRST 5 Mendocino spent 17% of its total funding within the outcome area of health; 21% was spent on knowledgeable nurturing parents; 21% was spent on children ready to learn; 18 % was spent on high quality child care; 13% was spent on knowledgeable, nurturing community; 7% was spent on general administration; and 3% on program evaluation.

According to the race/ethnicity distribution of children in Mendocino County, FIRST 5 Mendocino is proportionally serving children according to the ethnic distribution within the county.

○ **Healthy Children**

Healthy Kids Mendocino prepared 191 health insurance applications for Healthy Families and CalKids during 2009-10. The Community Gardens grant ended, FIRST 5 Mendocino is continuing to support the program with Cassie Dillman, an AmeriCorps VISTA, who assists with the project. During 2009-10, there were 5 community gardens establish at Head Start sites. Raise & Shine staff conducted 1,006 ASQ Screenings, partnering with health care providers for more efficient office visits to find children with developmental delays sooner. Playgrounds have

been improved in Anderson Valley and at the City of Ukiah Sports Complex. Within this outcome area, 2,485 children ages 0-5, 1,874 parents and 540 other family members were served during 2009-10.

○ **Knowledgeable, Nurturing Parents**

Raise & Shine offered Positive, Parenting Program (Triple P) college classes, the bilingual warm referral line and Triple P workshops. Imagination Library gained momentum this past year. There are currently 1,436 children registered and staff has an active fundraising campaign in place. Partners include the Mendocino County Library and the Community Foundation of Mendocino County. This year First 5 California will supply Kits for New Parents to only low income families. In 2009-10, 568 Kits for New Parents were distributed in Mendocino County. This was half the amount from last year as there was a disruption in the distribution of kits from First 5 California. FIRST 5 Mendocino funded the Parenting Apart program, a court-mandated training for parents experiencing divorce, which was conducted through Redwood Children's Services and offered in Ukiah and Fort Bragg in English and Spanish. FIRST 5 funded programs within this outcome area served 1,892 children ages 0-5, 4,337 parents and 1,674 other family members.

○ **Child Development**

School Readiness (SR) conducted the following services to better prepare children for school: 218 Kindergarten Entry Profiles (KEP) were completed to determine the child's preparation for school; 264 back packs were distributed containing books, school supplies and resource information for parents; 134 Raise & Shine Resource Guides and Directories were distributed; and 10 transition committee meetings were held. Stakeholders were convened for a focus group to discuss what worked well this year and areas for improvement for next year. Participants stated that SR had a positive impact on the transition of children. Now fewer children are showing up to kindergarten with no prior contact with a school environment. Backpacks were very popular and helped to encourage parents to attend events. Three of the four SR sites will continue transition committee outreach. In the coming years, FIRST 5 Mendocino will continue to conduct KEP's every two years, supply backpacks, track SR activities and trends in test scores at 3rd grade.

There were 153 child care providers trained this year during the six Sports, Play and Active Recreation for Kids (SPARK) trainings held this year. CARES served 134 child care providers with \$208,000 distributed. 102 applicants were center based with 2.5 years of experience, 27 applicants were family child care providers with 1.9 years of experience and 5 were family friend and neighbor providers with 1 year of experience. There were 32 applicants who were first time recipients and 76% have participated in the program for multiple years. Within this outcome area, FIRST 5 Mendocino served 1,198 children ages 0-5, 978 parents, 175 other family members and 580 providers.

Motion was made to approve the Annual Report to the State 2009-10. Motion/Levine, Second/Scott. Passed.

(Commissioner Pauli returns at 2:38 p.m.)

KNOWLEDGEABLE, NURTURING PARENTS

ITEM 9 **Raise & Shine**

Maya Stuart, Raise & Shine Program Manager, reported over the last few weeks there has been a dramatic increase in the number of calls received by the Raise & Shine Warm Line. Many callers are looking for more information about the program, for information on classes or groups and many callers are informing staff they received a flyer or recommendation from their doctor, child care provider or child's teacher to contact the program.

Currently Raise & Shine is conducting the following marketing strategies:

- Movie theater slides in Fort Bragg, Ukiah and Willits until January, 2011;
- Radio ads on 94.9 K-wine until December 31, 2010;
- Full page Triple P/Raise & Shine question and answer articles in the Mendo-Lake Exchange that will run until April, 2011;
- Street banner that will go up above State Street near the Alex Thomas Plaza from November 1st through the 7th; and
- a monthly e-newsletter that includes links to a Matt Sanders, creator of Triple P, podcasts and links to the Raise & Shine calendar.

Ms. Stuart reported that in this quarter, Raise & Shine has screened more than 900 children using the universal screening tools. The program is currently working with the Long Valley Health Center in Laytonville, the Little Lake Clinic in Willits, the Ukiah Valley Rural Health Center and Baechtel Creek Clinic in Willits. Raise & Shine staff met with the Mendocino Coast Clinic and clinics in Gualala and Point Arena. Terri Davis, Raise & Shine Program Assistant is pursuing possible trainings with these sites.

Ages and Stages Questionnaire and Social Emotional (ASQ: SE) licenses were purchased for each clinic due to copy right issues. Ms. Davis is working to train providers.

Ms. Stuart reported that there has been poor attendance at the workshops during the past year. Ms. Stuart reported Raise & Shine is working with Family Resource Centers, Head Starts, private preschools and tribal head starts to improve the turnout.

The following workshops are scheduled: Dr. Mann's group; one for Laytonville; two for Gualala; and two in Anderson Valley. One eight week, one unit Triple P college class will be held in the spring at the Mendocino College.

Ms. Stuart reported that a Raise & Shine network has been meeting quarterly. The next meeting will be held on December 4th.

Executive Director Molgaard stated Raise & Shine is still pursuing Title IVE funding this year. A thank you letter from a client was read by Commissioner Levine in appreciation for Terri Davis and Lydia Lopez's assistance in parenting.

MAXIMIZE OPERATIONAL EFFECTIVENESS (ITEMS 4–8)

ITEM 4 **Director's Report**

To conserve time, Executive Director Molgaard stated there was no report for this month.

ITEM 5 **Fiscal Report (*Action*)**

Executive Director Molgaard stated the county books have closed for fiscal year 2009-10.

Motion was made to approve June, 2010 Fiscal Report. Motion/Levine, Second/Pauli. Passed.

CalWORKS Stage 3 Child Care Program

Executive Director Molgaard discussed the Governor's cut to CalWORKS Stage 3 Child Care and that Assembly Speaker John Perez has submitted letters to all First 5's requesting First 5's provide bridge loans to their local communities to keep children ages 0-5 covered by Stage 3 Child Care covered for November, December and January. Executive Director Molgaard reported there are 108 children in Mendocino County that will be affected by the Stage 3 cut, 40 of these children are ages 0-5. It will cost FIRST 5 Mendocino approximately \$75,000 to cover these 40 children.

Commissioner Colfax stated his opposition to the bridge loan proposal. Commissioner Scott stated her agreement with Commissioner Colfax. Executive Director Molgaard reported that the First 5 Association of California is considering this proposal; in the past First 5 dollars have been targeted to help close the budget gap. The rationale from the First 5 Association of California is that the funding will remain local. Executive Director Molgaard stated that it is unknown if this proposal will work or not and there is no guarantee that the loan will be repaid.

Commissioner Levine stated his support for the proposal. Commissioner Colfax suggested funding Stage 3 Child Care providers independently from the state's proposed loan plan.

Ms. Linda Nagel commented, as a member of the Child Care Planning Council, that she appreciates any support the Commission can provide to families.

Commissioner Pauli stated that offering the funding to providers is the right thing to do. Commissioner Levine stated that he would like to see the loan money returned. Executive Director Molgaard stated that some other local First 5's will provide loan funding to Stage 3 Child Care providers.

Commissioner Levine made a motion to explore the possibility of arranging assistance for parents that have been cut off from Stage 3 child care. Motion/Levine, Second/Colfax. Passed.

Commissioner Colfax clarified that his support of this motion is with the understanding that the Commission will choose the best alternative to the state proposed loan plan. Commissioner Colfax inquired about First 5 California's position on the matter. Executive Director Molgaard responded that First 5 California has remained neutral on the issue.

ITEM 8 2010 Commission Meeting Schedule (*Action*)

Due to Commissioner scheduling conflicts no vote was taken on this item. A new date for the Planning Meeting will be selected and presented to Commissioners at the next meeting.

ITEM 11 Commissioner Reports, Announcements & Additional Materials

Commissioner Rentería shared that the Mendocino Coast Clinics received federal grant funding through the American Recovery and Reinvestment Act (ARRA) for renovation of its facility. Solar panels were installed and the grand reopening on held on Saturday, October 23rd. The clinic also received \$560,000 in federal grant funding. There was \$2.5 million in grant funding received for health center expansion.

No other reports were heard.

There being nothing further to come before the Commission, the meeting adjourned at 4:03 p.m.