



**June 23, 2008
Commission Meeting Minutes**

Commission Members Present in Ukiah:

Jeremy Mann	Mary Elliott	Lucresha Rentería
Tammy Scott	Diane Pauli	

Commission Members Present in Fort Bragg: None

Commission Members Absent: David Colfax, Alison Glassey, Jim Levine, Paul Tichinin

Staff Present in Ukiah:

Anne Molgaard	Pam Ivey	Natalie Swiencki
Nicole Bransford-Smith	Sabra Lugthart	

Staff Present in Fort Bragg: Lisa Westfall-Davis

Public Present in Ukiah: Phyllis Webb, Linda Nagel, Donna Pierson-Pugh, Molly Johnson-Martinez, Jill Singleton, Carole Aleshire.

ITEM 1 Welcome and Introductions by Commission Chair, Jeremy Mann
Commissioners Levine and Colfax were unable to attend due to the wildfires.

ITEM 2 Public Comment on Non-Agendized Items: None

ITEM 3 Consent Calendar

- A. Approve Meeting Agenda
- B. Approve Draft Minutes of May 30, 2008 Commission meeting

Motion was made to approve the Consent Calendar: Motion/Pauli, Second/Rentería (Elliott, yes; Mann, yes; Pauli, yes; Rentería, yes; Scott, yes). Passed.

Maximize Operational Effectiveness (ITEMS 4 –7)

ITEM 4 Director’s Report

Executive Director Anne Molgaard presented highlights of recent activities:

1. Commissioners are invited to attend an award dinner hosted by Congressman Mike Thompson on July 20, 2008. FIRST 5 Mendocino and other colleagues will be presented a Congressional Award in recognition of the “outstanding health services you provide to our community,” per Congressman Mike Thompson. This event is scheduled for 5:00-7:30 p.m. at Crown Hall in Mendocino, CA. Reminders will be sent to Commissioners in July.

2. Director Molgaard reviewed FIRST 5 Mendocino's 2007-10 Focus Areas with regards to its Strategic Plan, and also discussed how the State deficit and Proposition 10 may affect FIRST 5 programs.
3. Director Molgaard announced two new VISTA members starting in August: Cheryl Romans will fill Nicole Bransford-Smith's position with Nutrition & Fitness at FIRST 5 Mendocino, and Danielle Harnik will be assigned to PCCY-CAC Child Abuse Prevention program at Redwood Children's Services.
4. We are also recruiting for two VISTA members for School Readiness at MCOE and one VISTA member for Oral Health at PDI in Windsor.
5. The next SPARK training is scheduled for October under the guidance of Healthy Children, Nutrition & Fitness.
6. PDI Update: Congressman Mike Thompson is scheduled to visit PDI on July 2 at 10:00 a.m. To date, 245 children have received dental treatment, with 98 more scheduled for treatment; 286 children are on the waiting list. Funding is proceeding, with \$75,000 granted and just \$33,000 more is needed to open a second O.R. that will double capacity.
7. Mendocino County Health and Human Services is transitioning as HHSA on July 1st: Adult Systems of Care, Community Health, and Children and Families System of Care.
8. Director Molgaard distributed "Elevator Speeches" the Commission members had developed at the May 30th Planning Offsite. These will be discussed at a later date.
9. Director Molgaard will co-chair the 2-1-1 Planning Group with Carmel Angelo, HHSA Director. The Dial-A-Grannie program discussed in the 2007-10 Strategic Plan is morphing into the 2-1-1 program.

ITEM 5 Fiscal Reports

Director Molgaard presented fiscal reports and an update on end-of-year budget. We are on budget and reserves will be reduced over the next few years according to plan. CARES checks have been written and will be in the mail by June 30th, with approximately 100 applicants receiving stipends this year; facts and figures will be reported out at the August 18 Commission Meeting

After review and discussion, a motion was made to approve the Fiscal Report for April 2008. Motion/Elliott, Second/Scott (Elliott, yes; Mann, yes; Pauli, yes; Rentería, Yes; Scott, yes). Passed.

ITEM 6 Evaluation Contract 2008-10

The Evaluation Subcommittee met and reported out on its first meeting with the new contracted evaluator, Cathy Minicucci of Minicucci Associates. Goals were identified for the upcoming evaluations and priorities were set for studies, including a detailed plan for the CARES impact analysis.

ITEM 7 Partner Presentation

Phyllis Webb, Senior Public Health Analyst of the Public Health Branch of Mendocino County HHSA, gave a presentation to the Commission with reference to the Community Health Status Report 2008 (CHSR) and particular reference to children and youth. This report contains a collection of data from many Mendocino County departments that provide public health information and is used by others as a tool. It

includes health indicators, healthy life styles, access to care, primary causes of child injuries (e.g., motor vehicle collisions caused by alcohol and drugs, with falls being the main cause of injury to children ages 0-5 and 5-12). There currently is a large effort to enroll more people in the Food Stamps program, as just 45% of qualified families receive Food Stamps.

Other topics reported in the CHSR includes Positional Asphyxia (formerly known as SIDS); a steady trend of births countywide for the past ten years, with approximately 1,100 births per year; 4-P's Plus countywide 4-P's Plus screening reports data; Children's Health Disabilities Prevention (CHDP); child fatalities; and infectious and communicable diseases.

Healthy Children (ITEMS 8 – 9)

ITEM 8 Healthy Kids Mendocino (HKM)

Executive Director Molgaard reported out on HKM -- in particular, that the Blue Shield Foundation gave a grant to Cal Kids. HKM is taking advantage of that and therefore has been able to shrink the waiting list to where, currently, there is no waiting list.

ITEM 9 Breastfeeding

Following discussion at the May 30th Commission Planning Meeting for funds-allocation to promote breastfeeding, Executive Director Molgaard recommended the Commission vote in favor of the following previously agreed-upon allocations so that some programs could be completed by year-end: \$39,000 for Post-partum support in the critical first two weeks after giving birth (this will extend beyond year-end); \$24,500 for Social Marketing; \$14,000 for Peer Support, recommending a request for applications for those willing to organize this (WIC, etc.); \$12,000 for Baby-Friendly practices (Coast) and \$5,000 for Baby-Friendly practices (Ukiah), and possibly seek matching grant opportunities through their organizations; \$6,500 for trained lactation consultants/educators, including public health nurses (FIRST 5 Mendocino does not plan to put out an RFP but rather to first map these higher-level professionals and see where they are and encourage them how to expand to a new area).

Motion was made to approve these allocations, for a total of \$101,000, to encourage and support breastfeeding throughout Mendocino County. Motion/Rentería, Second/Scott. AYES: Unanimous.

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ITEM 10 FAMILY RESOURCE CENTERS

1. Outreach Update. First, Executive Director Molgaard reported that Natalie Swiencki and Sabra Lugthart presented to Family Resource Centers (FRC's) to make sure all FRC staff was fully informed about the 0-5 resources available.

Next, Natalie Swiencki (Community Outreach Coordinator) updated the Commission on the Imagination Library's program and answered questions about Imagination

Library's business plan – specifically, concerns about managing the database, address changes, returned books, marketing and costs. The Imagination Library will do the marketing, mail the books and invoice FIRST 5 Mendocino; FIRST 5 Mendocino would manage the database. Additionally, once the child turns five, the child's membership records are deleted. The average cost per child is \$28-\$30 per year (\$150 for five years). FIRST 5 Mendocino is sending surveys to about 50 parents to gauge their interest in this program. Natalie will have a display of all books and answer any remaining questions about the program at the August 18, 2008 Commission Meeting and the Commission will vote on allocating funds for the Imagination Library program.

2. The Commission will consider a Special Funding Request for facility expense for Anderson Valley FRC. Donna Pierson-Pugh and Molly Johnson Martinez requested the Commission grant funds to purchase the Even Start Building, as it is at risk of being removed by the Anderson Valley Unified School District. This building provides a location for the many programs available to children and the community, including the Family Resource Center and Los Hilos de la Vida (Threads of Life). The building's rent is \$1,100 per month, and because rental is not sustainable in the long run, funding is being pursued to purchase the building in the amount of \$61,145. The district has come up with \$20,000, with another \$2,500 from private donations. Previous funds granted by FIRST 5 Mendocino and others fund existing staff and programs but not the building.

Director Molgaard suggested that the Commission consider releasing a portion of the Year 2 Anderson Valley FRC grant monies early, to apply to the balance needed to purchase the Even Start Building.

After discussion, Motion was made to provide two month's rent (\$2,200) on the Even Start Building at Anderson Valley Unified School District. Further discussion is necessary for considering additional funding of the balance needed to purchase the building. Motion/Scott, Second/Pauli. AYES: Unanimous.

ITEM 11 Commissioner Reports

ITEM 12 Upcoming Meetings and Announcements

Congressman Mike Thompson is hosting an **award dinner 5:00 to 7:30 p.m. on Sunday, July 20th** at Crown Hall in Mendocino, CA, at which FIRST 5 Mendocino will be among those receiving a congressional award for its involvement in health services.

The FIRST 5 Mendocino **Executive Committee** meets **5:30-6:30 p.m. Wednesday, August 6th**, at FIRST 5 Mendocino.

The next FIRST 5 Mendocino **Commission Meeting** (video-conferenced) is scheduled for **1:00 p.m. on Monday, August 18th** at MCOE (River Room) and the John Diederich Center in Fort Bragg.

ADJOURNED TO CLOSED SESSION (3:30 P.M. – 5:05 P.M.) Pursuant to government Code Section 54957 – Public Employee Performance Evaluation – Executive Director.

RECONVENED IN OPEN SESSION 5:05 P.M.

Commission Action: Commission Chair Jeremy Mann reported that the Commission conducted the Executive Director's performance evaluation and voted to contract with her for continued service.

There being nothing further to come before the Commission, the FIRST 5 Mendocino Commission Meeting adjourned at 5:05 p.m.