



**July 23, 2007 Commission Meeting
Minutes**

Commission Members Present in Ukiah:

Mary Elliott	Tammy Scott	Jeremy Mann
Alison Glassey	Mary Elliott	David Colfax
Lucresha Rentería		

Commission Members Present in Fort Bragg:

Paul Tichinin	Betty Smith
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Staff Present in Ukiah:

Anne Molgaard, Executive Director
Kirsten Jack, Executive Secretary
Beth Howson, Nutrition & Fitness Coordinator
Nicole Bransford-Smith, Nutrition & Fitness Coordinator
Sabra Lugthart, Communications Manager
Nina deCordova, Program Officer
Maya Stuart, Raise & Shine Intake Coordinator

Staff Present in Fort Bragg:

Tami Jorgensen, Executive Assistant

Public Present in Ukiah:

Karin Wandrei	Paula Miller	Chris Gunnare
Linda Nagel	Dr. Ira Chasnoff	Rubén Guerrero

Public Present in Fort Bragg:

Laura Welter

- I. Welcome and Introductions by Commission Chair Jeremy Mann**
- II. Public Comment on Non-Agendized Items**
None
- III. Consent Calendar**
 - A. Approve Agenda**
 - B. Draft Minutes from 05/25/07 Planning Meeting**

Motion made to approve the Consent Calendar, noting that the minutes are from May 25, 2007. Motion/Scott, second/Rentería. (Tichinin, yes; Rentería, yes; Elliott, yes; Scott, yes; Smith, yes; Mann, yes; Colfax, yes). Passed.

IV. Business Items

A. VISTA Recognition

Director Anne Molgaard along with Commissioners thanked Chris Gunnare for his VISTA service to the FIRST 5 Mendocino School Readiness project through Mendocino County Office of Education. His dedication, humor, and unique perspective shone through all his work. Chris will return to school in Montana to pursue his goal to become a school counselor.

B. Partner Presentation – Dr. Ira Chasnoff

Dr. Ira Chasnoff, President of Children’s Research Triangle of Chicago, gave Commissioners a presentation about maternal alcohol and drug use during pregnancy and the effects on the newborn infant and child.

Dr. Chasnoff explained how drug and alcohol exposure can affect the child’s brain development and subsequent abilities and behaviors, showing Commissioners slides of young children who were prenatally exposed to drugs and/or alcohol. This kind of exposure can have serious impact on a child’s school readiness. Mary Elliott confirmed that alcohol or drug use is involved in at least 80% of child welfare cases.

Dr. Chasnoff noted that his work this past year in Mendocino County has been funded by a federal grant to develop a training and technical assistance program for Community Health Centers and Maternal and Child Health sites across the nation. This project is designed to integrate substance abuse screening into primary prenatal health care settings. In addition, pediatricians are screening for Fetal Alcohol Spectrum Disorders (FASD) in their primary health care settings. (Funded by the Maternal Child Health Bureau/Health Resources and Services Administration)

Commissioners were provided with a copy of the *4Ps Plus* © Screen for Substance Abuse and Domestic Violence in Pregnancy, which is already being used by prenatal providers throughout Mendocino County. In addition, Dr. Chasnoff commented that Ukiah Valley Primary Care Pediatrics in Mendocino County is the first pediatric clinic in the nation to begin piloting an FASD screening tool along with use of the ASQ and ASQ-SE. Children’s Research Triangle will be providing data analysis of our county’s prenatal and pediatric screening.

Also provided to Commissioners was a copy of a slide featuring three local wineries with the tagline “We Don’t Want You to Drink During Pregnancy.” These slides are being played before each movie at the Ukiah theatre and will also be shown at the Willits and Fort Bragg movie theatres through next spring.

From his work with Mendocino County health care providers and the Partnership for Healthy Babies, Dr. Chasnoff suggested to the Commissioners some policy areas that are impacted by perinatal substance abuse such as the Raise & Shine - Early Mental Health project, CAPTA (Child Abuse Prevention

and Treatment Act) federal legislation, prescriptive methadone use during pregnancy, and medical marijuana and its use during pregnancy.

C. Reports

1. Director's Report

Director Anne Molgaard shared a brief PowerPoint presentation, providing Commissioners with an update on FIRST 5 Mendocino's funded Initiatives and Grants, commenting on our new evaluation format for grantees that allows a more focused conversation to increase the emphasis on outcomes. Director Molgaard also updated Commissioners on our partnerships, administrative matters and financial information.

2. Fiscal Reports

After review and discussion, a motion was made to approve the Fiscal Reports for April and May, 2007.

Motion/Elliott, second/Colfax. (Tichinin, yes; Glassey, yes; Rentería, yes; Elliott, yes; Scott, yes; Smith, yes; Mann, yes; Colfax, yes). Passed.

3. Policy & Outreach

Program Manager Sabra Lugthart discussed the launch of the Kit for New Parents. The Inland launch was held on June 15th and was well received by many of our partners. The Coastal launch will be July 27th at Mendocino Coast Clinics, Conference Room in Fort Bragg. The Kit for New Parents has been completely revised and updated to include a DVD along with other educational materials. Providers will now have the option to order the kits and have them arrive directly to their offices.

Sabra then discussed the outcomes of this year's TV Turnoff activities which introduced families to new ideas about child development and offered support to parents by providing TV free alternative activities. TV Turnoff events were launched throughout Inland and Coastal Communities. Commissioners recommended that TV Turn off builds partnerships (contract with Safe Passage this year for coastal activities). If staff at the new Coast offices implements TV Turn off next year, we should strive to maintain partnerships.

4. Healthy Kids Mendocino

Five, four, three, two, one... You're on air! Program Manager Sabra Lugthart discussed the brand new radio show for Healthy Kids Mendocino. This half-hour radio show hosted by Commissioner Rentería is broadcasted in Spanish throughout Mendocino County via KUKI in Ukiah, KLLK in Willits and KDAC in Fort Bragg. The goal is to provide information about Healthy Kids Mendocino and how they can help Latino families through the application process to ensure that all children ages 0 to 18 in Mendocino County have access to health insurance.

5. Raise & Shine

Program Manager Sabra Lugthart showed Commission members a brief PowerPoint presentation on Raise & Shine's new provider directory. Commissioner Elliott remarked that the directory was the most beautiful advertisement for children's services that she had seen in Mendocino County. Nina deCordova reported that the directory will be followed by posters, rack cards, bus ads, radio ads, movie theater slides, etc. in a "social marketing big bang" scheduled for September.

Nina then introduced Interim Referral Coordinator Maya Stuart. She explained Maya's role in troubleshooting and systematizing the referral process, and helping to set up a web-based data entry system for Raise & Shine providers. Nina then updated the Commission on progress in gathering evaluation data, and described potential contracts with three medical providers who could offer all levels of Triple P in a relatively stigma-free setting. Commissioner Smith asked for and received clarification about these contracts.

At Nina's request, Commissioner Elliott reported on progress with a plan to use federal Title IV-E funding to pay for additional Triple P training in the upcoming fiscal year. Commissioner Elliott and her colleagues at the Social Services Branch are cautiously optimistic that this funding will indeed be available.

Commissioners Mann and Rentería recused themselves from the discussion and vote.

Finally, Nina explained a Raise & Shine budget proposal for fiscal years 07-08 and 08-09. Extensive course corrections undertaken in the early part of 2007 will probably extend the time needed for FIRST 5 to incubate this project. FIRST 5 can cut back on staff and activities in 08-09, but probably won't fully spin off the project until the end of that fiscal year.

The Commission approved the budget proposal, including contracts with the Ukiah Valley Primary Care Medical Group and Mendocino Coast Clinics. Motion made to approve the Raise & Shine budget for 2007-10.

Motion/Scott, second/Elliott. (Tichinin, yes; Glassey, yes; Rentería, abstain; Elliott, yes; Scott, yes; Smith, yes; Colfax, yes, Mann abstained).

D. Salary & Benefits Policy

Commissioners Mann and Rentería returned to participate in the meeting.

After review and discussion, a motion was made to approve the proposed revision of the Salary and Benefits policy regarding employees who choose not to participate in our group health insurance plan because they are covered under another plan.

Staff presented four options: Grant the employee the full \$600 per month as a cash in-lieu benefit; Grant the employee \$300 per month as a cash in-lieu benefit; reimburse an employee for his/her premium up to \$600 per month; do not grant any benefit if the employee decides to opt out of the insurance benefit offered.

As opposed to some other organizations, this decision will not affect the group bottom line, in that a lesser number of participants does not affect the premium rate.

Commissioner Tichinin excused himself from the meeting.

After discussion, the Commissioners focused on reimbursing employees in the amount they pay to cover health insurance premiums accrued from participating in a different health insurance program, up to \$600 per month. Commissioners asked Staff to prepare a procedure that clearly outlines this benefit.

Motion/Colfax, second/Glassey. (Colfax, yes; Elliott, yes; Glassey, yes; Mann, yes; Rentería, yes; Scott, yes; Smith, yes). Passed.

E. Strategic Planning for 2007-2010

1. Review and Discussion of Priorities, Best Practices, and Recommended Strategies

Director Anne Molgaard provided Commissioners with a spreadsheet outlining strategies across the spectrum using feedback received from key leader surveys, community interviews, and by Commissioners during our Planning Meeting held in May 2007.

Commissioners discussed the proposed strategies and budget amounts of the previously determined outcome areas of: Healthy Children, Healthy Children-Nutrition and Fitness, Children Ready to Learn, High Quality Child Care, Knowledgeable Nurturing Parents, Knowledgeable Nurturing Community and Operational Effectiveness. The strategies were organized according to a spectrum of strategies: Policy and Legislation; Changing Organization Practices; Fostering Coalitions and Networks; Education Providers; Promoting Community Education; and Strengthening Individual Knowledge and Skills. These strategies will result in a different mix of initiatives and type of grants offered.

2. 2007-10 Budget

Director Anne Molgaard then presented Commissioners with a draft 2007-10 Budget according to outcome areas and long-term financial projection plan.

Commissioners reviewed and discussed the proposed budget Commissioner Glassey excused herself from the meeting.

Through discussion, corrections were made to the budget to include Food Stamp outreach in the amount of \$45,000 and “Reach Out and Read” not “Ready to Read.” The Commissioners recognized that the three year budget would be short approximately \$111,000. Staff will monitor and report back on this deficit.

Motion/Colfax, second/Scott to approve draft budget and long-term financial projection as presented and modified. (Colfax, yes; Elliott, yes; Mann, yes; Rentería, yes; Scott, yes; Smith, yes). Passed.