



Agencies/Organizations affected by Action Items or Discussion Items on the agenda for today's meeting are:

NONE

Conflict of Interest Reminder for Commissioners and Alternates:

Commissioners with a direct financial interest (for themselves or their family members) shall recuse themselves from the decision on the proposal.

Commissioners who wish to recuse themselves for reason other than a financial interest (such as a possible perception of personal or professional bias for or against a proposal), may recuse themselves from the decision. Commissioners are asked to carefully evaluate this if there might be any problem with a quorum.

It is the Commission's practice to ask individuals who are recusing themselves to leave the room while the proposal is being considered. If you recuse yourself, please remain available in the Health Dept. waiting room, so that you can be easily found to rejoin the meeting for subsequent agenda items.

Advisory Committee Members Participation. Advisory Committee members should avoid any perception of influencing the Commissioner's funding decisions affecting their own agencies. Although they may speak on any agenda item at any time, it is impossible to speak regarding one's own agency's First 5 funding without the public perception of bias, and they are encouraged to avoid doing so. Although it is appropriate to answer specific questions of the Commission regarding a proposal affecting their agency, it would be inappropriate to advocate for a proposal affecting their agency.



ITEM 1, ATTACHMENT #1

FIRST 5 Meeting, April 4, 2018

Item 1: Public Hearing on the First 5 California Children and Families Commission Annual Report for Fiscal Year 2016-2017.

An overview of the report will be provided at the meeting. Two hard copies will be available at the meeting.

The section on Tuolumne Co. in the report reads:

Tuolumne County invested \$544,333 in grants and programs to support direct services for children, parents, and teachers. Five focus areas were supported:

1. Parent Education and Support for parents at risk of child abuse and neglect
2. Social-Emotional Consultation to preschool teachers and direct help for children struggling in preschool settings
3. Children's Oral Health through education, screening, and fluoride treatments
4. Family Learning and Literacy to promote family stability and early learning
5. Public Health Nurse outreach

In addition, First 5 Tuolumne partnered with First 5 California in IMPACT, supporting early childhood educators with professional development.

Outcomes measured in FY 2016–17 included:

- Parents at high risk for child neglect and abuse improved their parenting skills and knowledge.
- Teachers learned how to support children's social-emotional development in their preschool classrooms, and how to better communicate with parents.
- Fewer young children had cavities or dental disease.
- More children received developmental screening, and their parents learned about appropriate developmental expectations.
- Children with behavioral issues were helped to succeed in their preschool setting.

Linkages between community programs, services, and systems continued to contribute to a more comprehensive approach to serving families.



Item 2: Public Hearing on the Draft Update to the Strategic Plan and Long Term Financial Plan.

Amendments/updates will be highlighted at the meeting.

Brief review:

- Update Strategic Plan
 - Change Commission officers
 - Update some demographic information

- Update Financial Plan
 - Updates to current fiscal status and forecasts, including SPFCA figures and TCSOS contract
 - Extend financial plan forecast for 2 additional years to match SPFCA funding
 - Update forecasting graphs to include 2 more years



Item 3: Recommend changes to the Strategic Plan and/or Long Term Financial Plan or consider action to approve plans.

If no changes are recommended, move to approve the new Strategic Plan and Financial Plan, as drafted.

Financial Plan new figures are on the following page.

ATTACHMENT # 2
Public Hearing First 5 CA Strategic Plan

	Current financial plan				Next financial plan scenario	
	Actual	Actual	Proposed	Proposed	Forecast	Forecast
Forecast Years 2016 - 2019	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Total Beginning Balance	790,603	776,864	814,949	817,814	810,569	803,685
Revenues						
Tobacco Tax	475,000	475,000	475,000	475,000	475,000	475,000
First 5 CA - CARES / IMPACT	35,980	98,570	95,281	98,000	98,000	-
QRIS CSPP/IT			54,761	53,000	53,000	53,000
All interest	6,916	7,729	8,224	8,253	8,181	8,112
Other Grants - MHSA	10,000	10,000	10,000	10,000		
Other (Fees, Reimb)	24,931	41,023				
Total Anticipated Revenues	552,827	632,322	643,266	644,253	634,181	536,112
Expenses			<i>Transition Yr</i>			
Operations (Detail)						
Staffing: Executive Director	74,132	78,750	97,334	88,964	92,802	97,003
Fiscal - Contract			2,377	4,430	1,189	-
Operations Costs Direct F5 to auditor	18,260	19,786	18,500	21,500	21,500	21,500
Subtotal Operations with new numbers	92,392	98,536	118,211	114,894	115,491	118,503
CARES / IMPACT	49,656	132,928	95,281	98,000	98,000	-
CSPP/IT QRIS			54,761	53,000	53,000	53,000
Local First 5 - 4 yr grants	399,247	361,123	423,559	433,060	420,000	420,000
Local First 5 - annual*	2,278	1,650	3,350	5,545	7,573	8,628
Other (Fees, Reimb)	22,993					
Future Expenditures	566,566	594,237	640,401	651,499	641,064	547,131
Total Ending Balance	776,864	814,949	817,814	810,569	803,685	792,666
<i>Expenditures over Revenues</i>	<i>13,739</i>	<i>(38,085)</i>	<i>(2,865)</i>	<i>7,246</i>	<i>6,883</i>	<i>11,019</i>
	2%	-6%	0%	1%	1%	2%



FIRST 5 Meeting, February 7, 2018

First 5 Tuolumne County Commission
Minutes of Meeting February 7, 2018, 1:15 p.m.
Tuolumne County Superintendent of Schools Office, Rm 217
175 Fairview Ln, Sonora, CA 95370

The meeting was called to order at 1:20 p.m. by Chair Bryant, attendees were welcomed.

Voting Members Present: Brennan, Bryant, Bulkin, Parrish

Commissioners Absent: Allen, Noonan, Thorpe

Non-Voting (Alternates and Advisory Committee) Members Present: Sunday, Seegers

Staff Present: Garcia

Public Comment: there was no public comment.

Action Items

1. Consideration of approval of Minutes for December 6, 2017 (Att #1)
 - a. Motion to adopt the minutes
 - i. Moved: Commissioner Bulkin
 - ii. Seconded: Commissioner BrennanThere was no further discussion.
Motion carried: 5 ayes: (Bulkin, Brennan, Bryant, Parrish, Sunday)
 2. Consideration of a budget addition/revision for Smile Keepers (Att #2)
 - a. *Margie Bulkin recused herself*
 - b. Erika Hagstrom-Dossi spoke on the additional funds requested for supplies needed for the infant oral health class.
 - c. It was suggested by the commission that the Kit for New Parents, which Erika passes out in her class, be offered at the Birth Center and Ellie Jasmer's home birth center.
 - d. Sarah Garcia spoke on how the funds from the available fund balance could be used to fund these supplies.
 - e. Motion to adopt the budget addition for Smile Keepers
 - i. Moved: Commissioner Brennan
 - ii. Seconded: Commissioner ParrishThere was no further discussion.
Motion carried: 4 ayes: (Brennan, Bryant, Parrish, Sunday)
 - f.

Presentations

3. Mid-Year Benchmark Report for funded programs in FY 17-18 (provided at meeting)

- a. Sarah Garcia gave a presentation on the report on the funded programs and shared their successes and challenges from July-present. We will discuss again at the next commission meeting.

Discussion Items, Information Items and Reports

4. Strategic and Financial Plan Review #1 (Att #3)
 - a. This is the first review of the strategic plan.
5. Financial Report to January 2018, (Att #4)
 - a. Sarah Garcia presented on the financial report
6. Ethics Training and Form 700
 - a. Every 2 years, board members are required to take an Ethics Training. The County held their training last month.
7. Updates on First 5 Association and Statewide Issues
 - a. Sarah shared the flyer for Advocacy Day on May 2nd in Sacramento and invited the commissioners to attend.
 - b. Changes to reporting requirements may be coming. Counties are working to align reporting to strengthen the story of First 5.
 - c. We may be working with elementary schools to get information about Kindergarten readiness.
8. Sheila's retirement recognition
 - a. We will be recognizing her at the Board of Supervisors Meeting on March 6th and follow with a lunch. Sherri offered to let us use the Sugg House.
9. Reports from Executive Director, Commissioners and Ex-Officios

Sarah Garcia-

Calaveras First 5 is offering "Building a Trauma Sensitive School Community". They have offered us 15 spaces.

Melissa Parrish- Public Health was awarded Prop 56 Oral Health funds to create a dental program to Public Health. They are also in the process of finalizing the Community Health Assessment. They still do not have a Health Officer. MCAH program is doing home visits with all the new moms. They will be starting a play group with the new moms.

Sheri Brennan- Sarah came and met with Sherri to discuss how to proceed with requesting potential tax revenue from cannabis to go to First 5. If the County has not approved commercial activity, they will not be eligible for State tax money.

Laura Sunday- International Women's Day is March 7th Sherri Brennan will be honored as a local Women Making a Difference Day. She will be honored March 7th at Black Oak Casino. Temple Grandin is coming to do a speaking engagement. She is a veterinarian who is autistic. She will be in Shingle Springs on April 28th.

Adrienne Seegers- Introduced our newest 0-5 client.

Deborah Bryant- The clinic has hired a new psychiatrist.

The meeting was adjourned at 3:06 p.m.

Next meeting scheduled for April 4, 2018 at 1:15 p.m. Tuolumne County Superintendent of Schools Office Room 217, 175 Fairview Ln, Sonora, CA 95370



FIRST 5 Meeting, February 7, 2018

Item 4: Consider voluntary contribution to First 5 Association (attachment #4)

Details:

Each year we are asked if we are interested in contributing to the First 5 Association. This organization has been extremely active in advocating for First 5 and their families. The exact fee for dues has not been determined but it is likely to be nearly the same as last year.

Dues for FY 2017-2018 were as follows.

Tier	Base Dues
Tier 1: 1- 250 births	\$2,875
Tier 2: 251-500 births	\$3,125
Tier 3: 501-3,000 births	\$3,625
Tier 4: 3,001-100K births	\$1.40 / birth
Tier 5: Over 100K births	\$70,000

We are in tier 2 and paid \$3,125. It will likely be the same.

Director Recommendation: Approve Association Contribution for 2018/2019.



Item 5. Consider approval of a preliminary operating budget for Fiscal Year 2018-2019

Budget Planning Sheet For FY 17-18		DRAFT #1	
Funds and Revenues		Estimated FY 17-18	Recommend FY 18-19
State - Prop 10 Children and Fam		475,000	475,000
State - IMPACT		95,281	98,000
Interest Income: local and SMIF		8,224	7,660
QRIS CSPP/IT		54,761	53,000
Other Operating Revenue - Grant		10,000	10,000
Refunds/Reimbursements		-	-
Total Revenues		643,266	643,660
Expenditures		Estimated FY 17-18	Recommend FY 18-19
Operations: Services and Supplies			
Communications (website costs)		150	
Dues and Memberships (F5 Assoc)		3,125	6,125
Office Expense (copies, postage)		175	
Advertising (Public notices)		197	250
Commission Meeting Exp		100	
Out of County Travel/Training		800	-
Contracted professional svcs		2,377	4,430
Executive Director - Kruse		13,962	
Executive Director - TCSOS		83,372	88,964
Operations costs		3,920	3,920
County Counsel		3,000	3,000
Auditor-Controller (local)		250	250
Accounting & Audit (outside audit)		11,400	11,400
Subtotal Services and Supplies		122,828	118,339
Grants and Programs			
Grant Contracts			
Public Health Case Management		27,574	27,574
ICES Raising Healthy Families		128,107	\$ 132,159
A-TCAA Family Learning Cntrs		111,384	\$ 114,737
SELF Program		118,743	\$ 121,652
Smile Keepers Program		37,751	\$ 36,938
IMPACT		95,281	98,000
QRIS		54,761	53,000
Commission-Run Programs			
Dental Help Fund		3,000	3,000
Kit for New Parents		-	-
Imagination Library		-	2,195
Outreach		300	300
Subtotal Grants and Programs:		576,901	589,555
Total Expenditures for Budget		699,729	707,894

Item 7: Consideration of Imagination Library Grant Application



Item 7: Consideration of Imagination Library

See separate attachment.



Item 8: Financial Report through February 2018

January-February	Fiscal Year 2017-2018				
Total FIRST 5 Trust Fund Balance					
Beginning Balance	814,949				
Cumulative FY New Revenue	293,498				
Cumulative FY Expenditures	347,392				
Adjustments and Transfers	-				
Current Balance in Fund	761,055				
	Budget	General	Small Co Augment	First 5 CA Initiatives	Total
Revenues					
Tobacco taxes	\$ 475,000	\$ 289,134			\$ 289,134
First 5 CA grants	\$ 100,095			\$ -	\$ -
Refunds, MHSA Grant, Fees	\$ 10,000	\$ -			\$ -
Interest Income, local & SMIF est	\$ 6,536	\$ 4,364			\$ 4,364
Total Revenues	\$ 591,631	\$ 293,498	\$ -	\$ -	\$ 293,498
Expenditures					
Professional Services:					
Professional Svcs-Admin	\$ 42,612	\$ 38,386			\$ 38,386
County Counsel	\$ 3,000	\$ 2,000			\$ 2,000
Auditor-Controller (local)	\$ 250	\$ 70			\$ 70
Accounting & Audit (outside audit)	\$ 11,400	\$ 11,400			\$ 11,400
Travel -Training and Seminars	\$ 400	\$ 400			\$ 400
Dues and Memberships	\$ 3,438	\$ 3,438			\$ 3,438
Office Expense	\$ -	\$ -			\$ -
Advertising	\$ 250	\$ 88			\$ 88
Communications	\$ 150	\$ 170			\$ 170
Commission Meeting Exp	\$ -	\$ -			\$ -
Total Administrative Expenses	\$ 61,500	\$ 55,952	\$ -	\$ -	\$ 55,952
	9%				16%
Grants and Programs					
ATCAA Family Learning Cntrs	\$ 111,384	\$ 57,190			\$ 57,190
ICES Raising Healthy Families	\$ 128,107	\$ 106,089			\$ 106,089
Kits for New Parents - Total	\$ 50	\$ -			\$ -
Oral Health Access	\$ 3,000	\$ -			\$ -
Outreach Expenses	\$ 300	\$ -			\$ -
Public Health PNP	\$ 27,574	\$ 12,064			\$ 12,064
TCOE SELF	\$ 118,743		\$ 49,324		\$ 49,324
TCOE Smile Keepers	\$ 36,396		\$ 18,284		\$ 18,284
IMPACT	\$ 100,095			\$ 18,068	\$ 18,068
Professional Svcs - ED Program	\$ 70,615	\$ 22,776			\$ 22,776
Total Program Expenses	\$ 596,264	\$ 198,119	\$ 67,607	\$ 18,068	\$ 283,795
	89%				82%
Total Evaluation Exp (Prof Svcs)	\$ 8,522	\$ 7,645			\$ 7,645
	1%				2%
Total Expenditures	\$ 666,286	\$ 261,716	\$ 67,607	\$ 18,068	\$ 347,392
		\$ 31,782	\$ (67,607)	\$ (18,068)	\$ (53,894)



Item 11: Review Commissioner Applications

COUNTY OF TUOLUMNE
CALIFORNIA
Office of the Clerk of the Board of Supervisors
2 South Green Street Sonora, CA 95370
(209) 533-5521

Vacancy Applied For: X First 5 Commissioner First 5 Commissioner Alternate

Name: Annie Hockett Telephone: Residential: 209-352-0415 Business:

E-Mail: Annie.Hockett@gmail.com Fax: NA Cell phone: 209-352-0415

Street Address: 19225 Tanglewood Trail, Twain Harte CA 95383

Mailing Address: P.O. Box 1002, Tuolumne CA 95379

How long have you lived in Tuolumne County? 35 years

[Link to Supervisor Districts](#) (Ctrl &Click on link to learn about supervisorial districts)

In which Supervisorial District do you reside? District 3

Name and address of present employer: Tuolumne County Behavioral Health Department

Occupation: Behavioral Health Clinician

Briefly describe the qualifications you possess which you feel would be an asset to the Commission/Committee/ Group for which you are applying. (Attach extra page(s) if needed)

I have dedicated my entire professional career to public service. I have worked in multiple work settings, however the focus of my work has always been on children and families. In recent years, I have focused my professional development on expanding my knowledge and expertise in working with those exposed to trauma. I feel my experience, education, and passion for serving our community would make me a good asset to the commission.

List the community organization(s) and describe participation in which you have been involved.

1) Active Member of Prevent Child Abuse Tuolumne County (PCATC). I currently serve as the Professional Development Chair working to provide professional development activities and training in the area of child abuse prevention. 2) Member of Community Resiliency Coalition where I work to infuse Trauma Informed Care into multiple sectors of Tuolumne County. 3) Serve as a Parent Volunteer and Board Member at Summerville Parent Nursery School. Here I collaborate with parents and the lead teacher to implement Early Childhood Education Services and maintain program operation.

I have sufficient time to devote to this responsibility and plan to attend the required meetings if I am appointed to fill a vacancy. I understand that if I am appointed to a commission where a Disclosure of Assets Statement is required by State Law or Board Policy, I shall do so within ten (10) days of assuming office.

I hereby consent that this document is considered a public record and will be available to the public.

Date _____ Signature _____

Applications not acted upon will expire after two years from the date submitted unless renewed by applicant.



Item 11: Review Commissioner Applications

COUNTY OF TUOLUMNE
CALIFORNIA

Office of the Clerk of the Board of Supervisors
2 South Green Street Sonora, CA 95370
(209) 533-5521

Vacancy Applied For: First 5 Commissioner

Name: **Laura Sunday** Telephone: Res. 209.586.5858 Bus. 209.588.9305 x 109

E-Mail: laurasun@nonviolentcommunity.org Fax. 209.588.9272 Cell. 209.352.5360

Street Address: 22540 Confidence Rd. Twain Harte, CA 95383

Mailing Address: Same as above

How long have you lived in Tuolumne County? 17

In which Supervisorial District do you reside? 3

Name and address of present employer: Center For A Non Violent Community (CNVC), 19043-B Standard Rd., Sonora, CA 95370

Occupation: Community Services Director

Briefly describe the qualifications you possess which you feel would be an asset to the Commission/Committee/

Group for which you are applying. (Attach extra page(s) if needed)

- With my role at CNVC as Children's Program Manager at the emergency shelter tailored parenting and life skills for women in crises and provided mentoring to at-opportunity children one on one and in support groups.
- Designed and deliver workshops on *Early Childhood Brain Development and the Impact of Trauma* based on Dr. Perry's work to parents, caregivers, and agencies.
- Currently, lead a community services violence prevention team specializing in workshops on Keeping Kids Safe (sexual abuse prevention ages pre-kindergarten) and a parent component for keeping your children safe. Our work is based on primary prevention focusing on building resiliency in children and empathy.
- Designed and conducted a 10-week Strengths-based Parent Leadership Academy fostering change agents in our community.
- 16 years of experience in program management and grant writing 38 years' experience in training design, delivery and project management.
- Passion for collaboration and healing our community in innovative ways.

List the community organization(s) and describe participation in which you have been involved.

- Currently an Executive Director in a shared-leadership model at Center For A Non Violent Community.
- Currently, 1st 5 Commission Alternate (since 2015).
- An active YES Partnership member for 17 years serving as Chair for 2 years, Executive Committee member 8 years, education committee for 14 years.
- Leadership Tuolumne County Executive Board (7 years) includes providing the annual Strengths-based Leadership Retreat for new members.
- Currently, member of the Tuolumne County Resiliency Committee
- Jamestown Family Resource Center sustainability committee member

ATTACHMENT #8

New Commissioner Applications

- Blue Shield’s Strong Field to End Domestic Violence Thought Innovation Lab Project Coordinating Committee focused on Equity.
- Past member of Women’s Health Fund Board member 3 years.
- Past member of Soroptimist International of Sonora 3 years.
- Past member of AAUW and Home Tour co-chair. Current duties as an annual high school speech coach.
- Past member of TCWN and Newsletter editor.

I have sufficient time to devote to this responsibility and plan to attend the required meetings if I am appointed to fill a vacancy. I understand that if I am appointed to a commission where a Disclosure of Assets Statement is required by State Law or Board Policy, I shall do so within ten (10) days of assuming office.

I hereby consent that this document is considered a public record and will be available to the public.

Date _____

Signature _____

Applications not acted upon will expire after two years from the date submitted unless renewed by applicant.