

**First 5 Plumas**  
**Plumas County Children and Families Commission**  
**Monday, January 9, 2023**  
Social Services Conference Room  
270 Hospital Road-2nd Floor  
Quincy, CA 95971  
DRAFT MEETING MINUTES

I. Roll Call/Introductions: Rachelle Hines, Chairperson  
Chairperson, Rachelle Hines called the meeting to order at 9:06 a.m.  
Commissioners Present: **Rachelle Hines, Dana Loomis, Neal Caiazzo, Kendrah Fredricksen**  
Commissioners Absent: Brenda Poteete, Dwight Ceresola  
Staff Present: **Pam Becwar**, Executive Director

**II. Approval of Meeting Minutes: October 3, 2022**

Motion: Commissioner Loomis made a motion to approve the minutes of June 2, 2022 as presented. Commissioner Fredricksen seconded the motion. Motion carried.

**III. Fiscal Items:**

- a. Budget Report FY 22-23 **Motion:** Fredricksen made a motion to approve. Caiazzo seconded. Motion carried.

**IV. Public Hearing – Statutory Compliance Item**

- a. Commission will take action to approve the Strategic Plan FY 20-25. **Motion:** Caiazzo moved to approve. Loomis seconded. Motion carried.

**V. Public Comment – None**

**VI. Reports**

- a. Executive Director’s Report: See separate report. Started Nov. 28, 2022. We are in compliance. Has applied for SAM.gov ID number. Brown Act was updated 9/14/2022. Funding Augmentation for SEI for completion of Home Visitor database. Applied to be on Children’s Council, LPC, and First 5 CA Association. Will be attending First 5 Summit in San Diego and ASQ training. Looking into new possible funding sources. Could recruit more commissioners, especially parents and caregivers.
- b. Commissioners Reports: Neal – Foster Youth Summit will be in LA in March. Dana – PH is working with Cal-AIM (Medi-Cal) to become a service provider for youth (to start in July). Will probably drop State’s childhood lead prevention program. Kendrah serves on PCBH Commission – shortage of staff and not able to get Telehealth providers.

**VII. Program Development**

- a. Executive Director position – where program is headed in immediate future.  
Help Me Grow – purpose is effective, universal surveillance and screening for all children.
  - Family and Community Outreach – need to dial-in resources (update website). Need to create flyers for all programs. Will work on First 5 branding.
  - Centralize Access Point – get 211 set-up.

- Website & Referrals – with request for Commissioners, program referral form, etc.
- Child Health & Provider Outreach – Ages & Stages website.
- ASQ (Ages & Stages) Planning – tools are online, we have evaluators. Need someone to manage ASQ online.
- Data collection and Analysis – tie-in with Help Me Grow model.
- New Database and Program Evaluation – more in-house analysis, minimum number of visits, offline digital forms.

Imagination Library – distribution goals, funding, collaborations.

Kick It! California – required to participate, resources for pregnant people, coaching and text, etc.

Would like to participate in Children’s Fair, Community Trick-or-Treating events, etc.

Need to invite other community partners to attend our meetings (PRS, school district, CASA, etc.).

**VIII. Public Comment:** None

**IX. Next Meeting Dates / Remote or in-person** (must have quorum in-person) – **Motion:**

Fredricksen moved that we allow Zoom meetings but that there must be a commissioner quorum in-person. Loomis seconded. Motion carried.

◆ March 6, 2023 (Quincy)

◆ May 1, 2023 (Quincy)

**X. Adjournment:** Chairperson Hines adjourned the meeting at 10:00 a.m.

Submitted by: Kendrah Fredricksen