



May 5, 2025
Public Health
270 Hospital Road
Quincy, CA 95971

MEETING MINUTES

Call to Order: 9:39

1. ROLL CALL/INTRODUCTIONS:

Present: Dana Krinsky (Chair), James Wilson, Dwight Ceresola, Ashley Simpson, Brenda Poteete

Absent: Courtney Schrammel, Melissa Smith

Staff: Pamela Becwar

Public: Jessica Coehlo, Lauren Davis, Jana McDowell, Dorrie Philbeck, Jim Wright, Tina Veneble, Heather Waltz, Nicole Reinhardt, Serena Troupe

2. APPROVAL OF MINUTES: April 7, 2025

Motion to approve: James Wilson

Second: Ashley Simpson

Motion carried.

3. PUBLIC HEARING-Statutory Compliance Item (5 Minutes)

- a. Commission will take action to approve the revised [First 5 California Annual Report](#)

Motion to approve: James Wilson

Second: Dwight Ceresola

Motion carried.

Note: Director sent additional information to Commissioners in an email, May 5, 2025 about the [Revised First 5 California FY 23-24 Annual Report](#): (see below).

The following are the [approved revisions from the First 5 CA Commission meeting agenda on April 19, 2025](#).

The FY 2023–24 Annual Report was originally approved by the F5CA State Commission on January 30, 2025. Based on feedback provided from our county partners after the report was published, the following errors have been identified and corrected in the report:

- Pg. 3 – Updated Commissioner appointments and added Acknowledgments section for Commissioners who served in FY 2023–24
- Pg. 6 – Updated revenue figures in the Funding and Audit Results section (F5CA - \$60.9 million; County Commissions - \$243.7 million)

- Pg. 7 – Updated website link to the State Controller’s Office FY 2022–23 Audit Oversight Report
- Pg. 8 – Added language related to F5CA’s \$158.8 million fund balance
- Pg. 30 – Updated total number of services provided to adults for FY 2023–24 (632,103), and by result area (Child Development – 48,593; Family Resiliency – 424,994; Child Health – 158,516)
- Pg. 31 – Updated Improved Systems of Care expenditure to \$94 million
- Pg. 32 – Updated total number of services provided to adults for FY 2023–24 by service (Family Literacy – 132,399; Intensive Family Support – 14,979; General Family Support – 277,616)
- Pg. 34 – Updated total number of services provided to adults for FY 2023–24 by service (Early Learning Program Direct Costs – 9,961; Quality Early Learning Supports – 38,632)
- Pg. 36 – Updated total number of services provided to adults for FY 2023–24 by service (Prenatal and Infant/Toddler Pediatric Support – 14,730; Perinatal and early Childhood Home Visiting – 53,207; Early Intervention – 33,598; Oral Health Education and Treatment – 18,991; General Health Education and Promotion – 37,990)

4. FISCAL ITEMS: PUBLIC MEETING

- a. Quarterly Budget Report, Third Quarter FY 24-25*

Motion to approve: James Wilson

Second: Dwight Ceresola

Motion carried.

Note: Director emailed Commissioners with an update on the HV-RTA Grant expenses on May 5, 2025 (see Appendix A)

- b. Commission will review and discuss the Draft Financial Plan FY 25-26*

Notes: Director will include Financial Plan as agenda item next month. Changes to draft includes removing Program Evaluation \$100,000 as director does evaluation in-house. Director will update SPCFA if available. Commission can update the budget as needed.

- c. Proposed Budget FY 2025-2026

Discussion – Pamela Becwar, Executive Director presented budget proposal to

Commissioners.

Add a cost-of-living increase for FSC.

Commissioners see a benefit is both Contract Renewal and Community Grant Proposals. The Commission will wait for allocations before approving contracts.

Commissioners would like to release an Intent to Apply so that partners and community organizations can apply for funding. This will be a low barrier application and Commissioner Poteete will help facilitate the process.

5. COMMISSION MEMBERSHIP – James Wilson will be resigning and we are looking for a replacement. Director will reach out to FRC staff. Commissioner Poteete will be retiring in October and suggests that we see if that person would like to apply to be on the Commission.

6. PUBLIC COMMENT - Dorrie Philbeck – HV helps to facilitate a safe, nurturing environment (shared HV data is included) HV is not income based. Services provided during 24-25 (first 3 quarters). Birth classes are father engaged, nutrition, and many benefits to families. Mental health screens and refers to services. Home visiting mental health services were always full. ASQ developmental screenings are done.

Jessica: Very low income clients can have vouchers and concerning oral health coalition and extra layer of services from prenatal to 5.

Nicole: Access to dental providers and HV connect Post-partum depression and provide lots of

Tina: In-home needs the iPad which is a gap. They fill gaps for families that need services.

Programs are braided.

Ashely: How are referrals done, like with dental neglect? Jessica: Case manager could do a referral.

Dana: Asked about the updates to Mid-Year Report.

Note: Director emailed Mid-Year Report revisions (see below) to Commissioners, and report is posted on the website.

Mid Year Report: Revisions include adding "Other Considerations" on pages 10 and 11 along with the following statement was added to the Mid-Year Report at the top of page 10:

The First 5 Plumas Mid-Year Evaluation Report provides a snapshot of the First 5 Plumas home visiting services but is limited in that there are missing data for the first and second quarter. The mid-year evaluation process gives us the chance to remediate missing data, audit the database system, and provides a gauge of if we are providing the level of services that we would expect, before the Year End Evaluation Report is completed.

7. REPORTS

a. Executive Director Report -submitted.

b. Commissioner Report(s): Commissioners may report on local, state, or federal issues relating to children ages, prenatal-5, and their families

Commissioner Poteete: Head Start budget is in the federal budget. So far. Will be serving Greenville next year. Need 8 more kids in Greenville.

Commissioner Simpson: National CASA is completely defunded. Plumas is still funded

Dana: Hopefully about federal funding. Oral Health screenings are happening and Home visiting

c. Any member of the public may report on local, state, or federal issues

relating to children ages, prenatal-5, and their families
NONE

8. PROGRAM DEVELOPMENT (60 Minutes)

a. Strategic Planning Matrix, Jim Wright, ARS, presentation – Pushed to next Commission meeting.

Note: Director will send PowerPoint Slides and google doc to commissioners to review.

b. Commission will consider service agreement contracts FY 25-26:

1. PCCFC25-26SN- **\$6,600** Smith and Newell Audit Firm

Motion to approve: Brenda Poteete

Second: James Wilson

Motion carried.

2. PCCFC25-26PRS – \$116,234 - Plumas STARS Child Care Quality Improvement
ACTION

Motion to approve: Dwight Ceresola

Second: James Wilson

Motion carried.

3. PCCFC25-26RC - Roundhouse Council - Home Visitation

TABLED

4. PCCFC25-26PCPHA HV - Plumas County Public Health Agency

TABLED

5. PCCFC25-26EI - Plumas Unified School District - Early Intervention

TABLED

Motion to table all 3 Contract Renewals: Dwight Ceresola

Second: James Wilson

Motion carried.

8. PUBLIC COMMENT - NONE

9. NEXT MEETING DATE: June 2, 2025 (Quincy) 9:30 TO 11:30 A.M.

10. ADJOURNMENT 11:26 a.m.

Appendix A

Account Title	Contract	Budget	Q3 Update	Total HV-RTA	Description
PROFESSIONAL SERVICES	PCCFC24-25PCPHAHV	100,000	59,315		
PROFESSIONAL SERVICES	PCCFC24-25PCPHADATA	8,500	5,492		
PROFESSIONAL SERVICES	PCCFC24-25RC	30,000	16,805		
PROFESSIONAL SERVICES	PCCFC24-25PUSDEI	20,000	20,000		
PROFESSIONAL SERVICES	PCCFC24-25SN (Audit)	6,000	6,000		
PROFESSIONAL SERVICES	PCCFC24-25PRS Impact	123,300	89,830		
PROFESSIONAL SERVICES	PCCFC24-25HV-RTA-R. Brothers	20,000	11,950	11950	Inclusive Early Ed - Help Me Grow
PROFESSIONAL SERVICES	Other Contracts under \$5,000	17,200		5500	A Heaney - Help Me Grow
				2275	Fine Mountain- HV Database
PROFESSIONAL SERVICES	Dollywood Imagination Library	4,000	5,500		
PROFESSIONAL SERVICES	PCCFC24-25 Consultant/Facilitator	25,000	2,912		
	Subtotal Contracts	354,000	217,804		
OTHER WAGES	Wages-Emp. #2	40,000	25,200		
REGULAR WAGES	Wages/Emp. Contributions	85,500	67,702	8,454	Director salary
RETIREMENT	Benefit	12,000	9,000		
	Total wages	137,500	101,902		
UNEMPLOYMENT INSURANCE	Unemployment	200			
OPEB LIABILITY					
FICA/MEDICARE OASDI	FICA	10,000	7,107		
COMPENSATION INSURANCE	Comp Insurance	1,500	950		
COMMUNICATIONS	Communication: Software/subscriptions	3,000	155	650	Wix website -Will check with DeLena about code
				476	Knack - HV Database
INSURANCE	Insurance	10,000	10,778		
MEMBERSHIPS	Memberships	4,075	4,075		
OFFICE EXPENSE	Office Supplies	500	500	269	ASQ Subscription (need to move Knack to Communication)
PROFESSIONAL SERVICES	Professional Services	318,268	136,521		
EDUCATIONAL NAT/INCENTIVE					
MEDIA/PROMOTIONAL ITEMS					
PUBLICATIONS-LEGAL NOTICE					
SPEC. DEPT. OUTREACH ACT.	Special Dept. Outreach	7,500	7,597	1,706	Events, supplies, and parent incentives
TRAVEL ROUTINE	Travel-Routine	2,000	109		
TRAVEL-SPECIAL	Travel -Special	10,000	1,555	1,550	Travel to Annual meeting
				285	Training/Travel
IN-COUNTY HOSTING EVENTS					
CONTINGENCIES					
COVID PPE & CLEANING COST					
LIABILITY SELF-FUND INSURANCE	Liability Self-Fund Insurance	1,500	1,403		
COMPUTER HARDWARE					
TRANSFER- OUT1					
	Subtotal Services & Supplies	368,543	272,653	33114.77	Total
OVERHEAD	Overhead Expenses	14,742			
	Total Wages	137,500			
	Total Budget	520,785			