



April 15, 2024  
9:00 a.m.-11:00 a.m.  
270 Hospital Road, Suite 206 Large Conference Rm  
Quincy, CA 95971

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## DRAFT MEETING AGENDA

1. **ROLL CALL/INTRODUCTIONS (10 MINUTES):** Kendrah Fredricksen, Chairperson
2. **APPROVAL OF SPECIAL MEETING MINUTES (5 minutes):** March 11, 2024 (page 2-3) \*  
**ACTION**
3. **FISCAL ITEMS (10 Minutes)**
  - a. Quarterly **Budget Report FY 23-24**. Commission will take action to accept the report (page 4) \* **ACTION**
  - b. Commission will take action to approve the **Budget Calendar 2024-25** (page 5) \* **ACTION**
4. **PUBLIC COMMENT**
5. **REPORTS (30 Minutes)** **DISCUSSION**
  - a. Executive Director Report (page 6)\*
  - b. Commissioner Report(s): Commissioners may report on local, state, or federal issues relating to children ages 0-5 and their families
6. **PROGRAM DEVELOPMENT (45 Minutes)** **DISCUSSION**
  - a. Strategic Planning Briefing 2024
  - b. Program Updates
7. **PUBLIC COMMENT**
8. **NEXT MEETING DATES:**

◆ May 6,2024 (Quincy) ◆ June 3, 2024 (Quincy)
9. **ADJOURNMENT**

Anyone wishing information on the PCCFC agenda, OR disability related accommodations, should contact; Pamela Becwar, Executive Director, either by telephone (503)-924-9140, in writing, First 5 Plumas 270 Hospital Road Suite 206, Quincy, CA 95971, or by email at [first5plumas@gmail.com](mailto:first5plumas@gmail.com)  
 The order in which agenda items are considered may be subject to change.  
 Agenda Items listed with an asterisk \* are included in the Commission board packets.  
 Public Comment may be made prior to and during any Commission Action items



March 11, 2024  
10:00 a.m.-11:00 a.m.  
270 Hospital Road, Suite 206 Large Conference Rm  
Quincy, CA 95971

## SPECIAL MEETING MINUTES draft

### 1. CALL TO ORDER: 10:03 A.M.

**ROLL CALL/INTRODUCTIONS:** Kendrah Fredricksen, Chairperson

Commissioners in Attendance:

James Wilson, Kendrah Fredricksen, KellyAnn Bonnell, Dana Krinsky

Absent: Brenda Poteete, Neal Caiazzo, Dwight Ceresola,

Staff: Pam Becwar, Alicia Kerr

### 2. APPROVAL OF [MINUTES: November 6, 2023](#)

Motion: James Wilson

Second: KellyAnn Bonnell

Motion Carried

### APPROVAL OF SPECIAL MEETING MINUTES: January 12, 2024 (page 4) \*

Motion: KellyAnn Bonnell

Second: James Wilson

Motion Carried

### 3. PUBLIC COMMENT - NONE

### 4. PROGRAM DEVELOPMENT

a. Commission will take action to approve CSPP contract with PRS which is pass-through funding for Plumas STARS to provide services to 5 CSPP sites, \$8353.30.

Motion: James Wilson

Second: Dana Krinsky

Motion Carried

### 5. PUBLIC HEARING-Statutory Compliance Item (30 Minutes)

a. Commission will take action to approve the [First 5 Plumas Strategic Plan FY 20-25\\*](#)

See page 16 for proposed edits.

Motion: KellyAnn Bonnell

Second: James Wilson

Motion Carried

b. Commission will take action to approve the [First 5 California Annual Report\\*](#)

Motion: Dana Krinsky

Second: James Wilson

Motion Carried

### 6. PROGRAM DEVELOPMENT

a. Commission will take action to approve the **Mid-Year Evaluation Report 23-24**

Motion: KellyAnn Bonnell  
Second: James Wilson  
Motion Carried

**7. PUBLIC COMMENT**

**8. NEXT MEETING DATES:**

◆ Rescheduled April 15, 2023 (Quincy) ◆ May 6, 2024 (Quincy) ◆ June 3, 2024 (Quincy)

**9. ADJOURNMENT      11:05 a.m.**



First 5 Plumas County Children and Families Commission  
**DRAFT BUDGET CALENDAR FY 24-25**



Approved on:

Timeline	Budget Tasks	Responsibility	Commission Action(s)
<b>March</b>	<ul style="list-style-type: none"> <li>● Submit FY Budget Calendar to PCCFC</li> </ul>	Executive Director	Approval of next fiscal year's Budget Calendar
<b>April</b>	<ul style="list-style-type: none"> <li>● Prepare proposed next FY budget package for PCPHA</li> </ul>	PCPHA Fiscal Staff and ED	None
<b>May</b>	<ul style="list-style-type: none"> <li>● Prepare End-Of-The-Year Estimated Expenditure Report</li> <li>● Finalize proposed budget based on projected revenues</li> <li>● Submit Proposed Budget Package for Commission Stakeholder/Public input</li> </ul>	PCPHA fiscal staff and ED  Executive Director  Executive Director	None  None-discussion only  None-discussion only
<b>June</b>	<ul style="list-style-type: none"> <li>● Submit the Projected Expenditure Report to PCCFC, including GASB 54 Committed Funds Report</li> <li>● Submit Proposed Budget Package to PCCFC for action</li> </ul>	Executive Director  Executive Director	1) Acceptance of expenditure report and 2) Approval of GASB 54 committed funds categories  Commission takes action on proposed budget for adoption
<b>July 1<sup>st</sup></b>	<ul style="list-style-type: none"> <li>● Submit adopted budget for inclusion into the Plumas County budget</li> </ul>	Fiscal administrator and executive director	None
<b>October</b>	<ul style="list-style-type: none"> <li>● Prepare Actual Expenditure Report for previous fiscal year, including GASB 54</li> </ul>	Fiscal administrator, PCPHA fiscal staff, and ED	None
<b>October</b>	<ul style="list-style-type: none"> <li>● Submit Actual Expenditure Report to Commission, which includes revenue and GASB 54 (committed funds) report</li> </ul>	Executive Director	1) Acceptance of report 2) Approval of GASB 54 fund designations
<b>July 1<sup>st</sup>-June 30<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Administer/Monitor Budget</li> </ul>	PCPHA fiscal staff and ED	None
<b>July 1<sup>st</sup>-June 30<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Make amendments to adopted budget as necessary</li> </ul>	Executive Director submits when appropriate, any proposed budget amendments	Policy: Commission must approve budget amendments over \$5,000
<b>October January and April</b>	<ul style="list-style-type: none"> <li>● Prepare/Submit Quarterly Expenditures-To-Date Report</li> </ul>	Fiscal staff and ED	Acceptance of reports and approval of any GASB 54 designations

## Executive Director's Report

Pamela Becwar

April 15, 2024



### **Submitted:**

Published: Mid-Year Evaluation Report 23-24

2024 Annual Survey of Public Employment & Payroll E-3: Special Districts and Local Agencies

2023 Government Compensation in California Report

### **New Staff:**

Alicia Kerr has been hired as the Family Service Coordinator. Alicia completed Home Visiting Essentials and is registered for the Community Health Worker certification. Alicia is facilitating playgroups, administering ASQ including assisting child care providers with using ASQ in their programs, doing outreach events, and doing home visits.

### **Project Updates:**

**ASQ Developmental Screenings** 21 children have been screened using ASQ Online in the last quarter. We are working with FRC CDC to pilot the ASQ:SE and Alicia can help support child care providers and facilitate ASQ with children in care.

**ASQ Videos:** Please share widely as videos can be downloaded and added to your website. There is a [trailer](#) available for social media and a [full length](#) (1:36 minutes) video. [Spanish version](#)  
The ASQ video is published at [www.first5plumas.org](http://www.first5plumas.org). Contact Pam Becwar at (503) 924-9140 for more information.

**Imagination Library** – 262 enrollments, 86 graduated. Our goal is 350 for this year.

**Parent Conference, May 4, 2024, Title: *The Healing Power of Parenting***, As parents we are gifted with the capacity to heal ourselves and our family. The Healing Power of Parenting is a workshop designed to share simple and surprising tools which foster connected relationships with our children. Family Wellness Coach, Andre Essue and Jessica Stading will facilitate a Parent Café.

**Children's Faire, May 11, 2024.** First 5 Plumas will be hosting a sensory-friendly space at the faire and will facilitate an inclusion event.

**The Gathering of the Dad's Group** launched February 15 with 4 parents, and will run through June. The intent is to provide a space for fathers including male caretakers and guardians to connect and strengthening social connections for families.

**Playgroup Collaboration** with Plumas Arts. Every Wednesday at 9:30 at the the WestEnd Theater rehearsal room, facilitated by Alicia Kerr, with music/art lessons last Wednesday of the month facilitated by Plumas Arts' Courtney Schrammel.

**Home Visit Regional Technical Assistance Funding:** This funding is supporting Parent Leadership, Fatherhood Engagement, Help Me Grow and Systems Improvement. 18 partners participated in Help Me Grow needs assessment and resource mapping from March 6 to March 15.