



August 5, 2024  
9:30 a.m.-11:30 a.m.  
[Teams Meeting Link](#)  
Public Health Conference Room  
270 Hospital Road, Quincy, CA 95971

## MEETING AGENDA

1. **ROLL CALL/INTRODUCTIONS:** Kendrah Fredricksen, Chairperson
2. **APPROVAL OF MINUTES: May 6, 2024** (page 2) **(5 Minutes)** **ACTION**  
**APPROVAL OF MINUTES: June 24, 2024** (page 4) **ACTION**
3. **Fiscal Items\* Commission will take action on the following budget item:** (pages 6-8) **(5 Minutes)**  
a. GASB 54 Fund Balance Report as of June 30, 2024 **ACTION**
4. **Public Comment (5 Minutes)**
6. **Reports (30 Minutes)** **DISCUSSION**
  - a. Executive Director's Report (page 9)
  - b. Commissioner's Reports-Commissioners may report on local, regional, or state issues that impact children ages 0-5 and their families.
7. **Strategic Planning (60 Minutes)** **DISCUSSION**

Strategic Plan Discussion - Visioning, Mission, and Frameworks

  - Review Legislation from Prop 10
  - Discuss Community Reports/Assessments
  - Discuss First 5 Plumas focus areas and frameworks
  - Vision Discussion and practical picture of desired future
8. **PUBLIC COMMENT**
9. **NEXT MEETING DATES:**

Commission meetings are the first Monday of each month unless noted otherwise.  
Meetings are from 9:30 a.m. to 11:30 a.m. in the Large Conference Room at Public Health in Quincy CA

**NEXT Meeting: September 9, 2024** 9:30 a.m. to 11:30 a.m. (Quincy)
10. **ADJOURNMENT**



May 6, 2024,  
9:00 a.m.-10:30 a.m.  
270 Hospital Road, Suite 206  
Large Conference Rm  
Quincy, CA 95971

## DRAFT MEETING MINUTES

### 1. ROLL CALL/INTRODUCTIONS: 9:05 a.m.

**Present:** Kendrah Fredricksen, KellyAnn Bonnell, Neal Caiazzo, Dwight Ceresola

**Absent:** James Wilson, Brenda Poteete, Dana Krinsky

**Staff:** Pamela Becwar, Alicia Kerr

**Public:** Rachael Brothers

### 2. APPROVAL OF MINUTES: April 15, 2024

Motion: Neal Caiazzo

Second: KellyAnn Bonnell

Motion carried

### 3. Commission Membership

#### a. Two-year re-appointment for membership of Commissioner, Brenda Poteete.

Motion: KellyAnn Bonnell

Second: Neal Caiazzo

Motion carried

### 4. PUBLIC COMMENT

KellyAnn reviewed the Commission Matrix and suggested recruiting in north county and to ask Kinderlin about student parents. Check to see if there an FRC Parent group. Add Commissioner recruitment to the homepage.

### 5. Fiscal Items – PUBLIC MEETING

#### a. Proposed Budget FY 2024-2025

##### 1. Commission discussion of Proposed Draft Budget 24-25

Will add Imagination Library to Professional Services.

##### 2. Commission review of the Draft Financial Plan FY 24-25.

No changes but Commissioner Bonnell can write grant resource plan.

### 6. REPORTS

a. Executive Director Report – Submitted in Packet

b. Commissioner Report(s): Commissioners may report on local, state, or federal issues relating to children ages 0-5 and their families

Alicia: She is working on the CHW Certification, a five-week training on grief and she continues to facilitate the play group (switching to outdoor this summer) and she is providing EI family supports.

KellyAnn: Special needs course is no longer being offered.

**7. Program Development**

**a. Commission approved the following service agreement contracts FY 24-25:**

1. PCCFC24-25PCPHA HV-\$100,000 Plumas County Public Health Agency
2. PCCFC24-25PCPHA DATA - \$8,500 Data Manager Contract
3. PCCFC24-25RC-\$30,000 Roundhouse Council-Home Visitation
4. PCCFC24-25EI-\$20,000 Plumas Unified School District Early Intervention
5. PCCFC24-25RBrothers
6. PCCFC24-25SN- \$6,000 Smith and Newell Audit Firm

Motion: Dwight Ceresola

Second: KellyAnn Bonnell

Roll Call: Kendrah Fredricksen, KellyAnn Bonnell, Neal Caiazzo, Dwight Ceresola

Motion Carried

**b. The Commission will consider a Meeting Schedule FY 2024-25 – Submitted**

Meeting Schedule: First Monday of the Month 9:30 a.m.to 11:30. Food.

Check with council: If the Commissioner's location is on agenda and if they allow others to attend at the location, as a public meeting location. Need to approve at the next meeting.

**8. PUBLIC COMMENT NONE**

**9. NEXT MEETING DATE: June 3, 2024, 9 a.m. (Quincy)**

**10. ADJOURNMENT TIME: 10:26 a.m.**



June 24, 2024  
10:00 a.m.-11:00 a.m.  
DSS Conference Room  
270 Hospital Road, Quincy, CA 95971

## DRAFT SPECIAL MEETING Minutes

**Call to Order:** 10:00 a.m.

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

Present: Kendrah Fredricksen, Brenda Poteete, Dwight Ceresola, James Wilson  
Absent: Neal Caiazzo, Dana Krinsky, KellyAnn Bonnell  
Staff: Pamela Becwar, Alicia Kerr  
Public: Melissa Smith

**2. Fiscal Items\* Commission will take action on the following budget items:**

**a. Projected Expenditure Report FY 2023-2024**

Motion: Brenda Poteete  
Second: James Wilson  
Motion carried.

**b. Proposed Budget Package FY 2024-2025**

Motion: Dwight Ceresola  
Second: James Wilson  
Motion carried.

**c. Five Year Financial Plan 2024-2025**

Motion: James Wilson  
Second: Dwight Ceresola  
Motion carried.

**3. Public Comment - NONE**

**4. Commission Membership**

**a. Commission will take Action on accepting the resignation of Commissioner, Neal Caiazzo**

Motion: Brenda Poteete  
Second: Dwight Ceresola  
Motion carried.

**b. Commission will take Action on accepting the resignation of Commissioner, KellyAnn Bonnell**

Motion: James Wilson  
Second: Dwight Ceresola  
Motion carried.

**c. Commission will take Action on a two-year appointment for Department of Social Services required membership, for applicant, Melissa Smith**

Motion: James Wilson

Second: Brenda Poteete  
Motion carried.

**d. Commission will take Action on a two-year appointment for membership for applicant, Courtney Schrammel**

Motion: Brenda Poteete  
Second: James Wilson  
Motion carried.

**5. Program Development**

**Commission will take action on the FY 24-25 Service Agreement Contracts:**

- a. PCCFC24-25PRSIMPACT- \$91,568 Implementation of IMPACT Grant  
Motion: Brenda Poteete  
Second: James Wilson  
Motion carried.

**6. Meeting Schedule FY 2024-2025**

Motion: Dwight Ceresola  
Second: James Wilson  
Motion carried.

**7. PUBLIC COMMENT NONE**

**8. NEXT MEETING DATES:**

Commission meetings are the first Monday of each month unless noted otherwise.  
Meetings are from 9:30 a.m. to 11:30 a.m. in the Large Conference Room at Public Health in Quincy CA

**NEXT Meeting: July 15, 2024 9:30 a.m. to 11:30 a.m. (Quincy)**

**9. ADJOURNMENT 10:31 a.m.**



**Commission Meeting: 8-5-24  
Agenda Item III a.**

**GASB Fund Balance Report**

**Total Fund Balance as of June 26, 2024: \$642,046.01**

<b>Fund Balance Designation</b>	<b>Designation Amount</b>	<b>Explanation of Authority</b>
Committed	\$318,268	Contracts FY 24-25 Commission Authority only
Assigned	\$520,785	Funds budgeted for fiscal year 24-25 approved by Commission
Assigned	\$ 247,116.94 Financial Plan Commitment	Financial Plan Commitment- <i>“Establish a six month reserve for program continuation and/or contingencies.”</i>
<b>TOTAL FUND BALANCE</b>	<b>\$642,046.01</b>	Total Amount Budgeted FY <b>24-25: \$559,250</b>

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# Plumas County 11/21

## BALANCE SHEET FOR 2024 12

FUND: 7015 CHILDRENS & FAM.FIRST ACT / SUB-FUND 00000			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>				
7015010	10100	CASH - BALANCE	47,406.64	396,549.61
7015010	10147	CASH - RESERVE	.00	247,116.94
TOTAL ASSETS FOR SUB-FUND 00000			47,406.64	643,666.55
<b>LIABILITIES</b>				
7015020	20200	ACCOUNTS PAYABLE	741.06	.00
TOTAL LIABILITIES FOR SUB-FUND 00000			741.06	.00
<b>FUND BALANCE</b>				
7015030	3000	RESTRICTED (UNDSGN-B)	.00	-183,422.81
7015030	3001	RSTRCTD/CMMITTD (UNRES-B)	.00	-82,996.00
7015030	3002	UNASSIGNED (UNRSTRCTD-B)	.00	-133,750.00
7015030	3003	ASSIGNED	.00	-149,495.70
7015039	3990	BUDGET FUND BALANCE	.00	-4,786.00
7015039	3991	EXPEND BUDGET CONTROL	.00	-447,134.00
7015039	3992	REVENUE BUDGET CONTROL	.00	451,920.00
7015039	3995	EXPENDITURE CONTROL	26,785.31	395,223.77
7015039	3996	REVENUE CONTROL	-74,933.01	-489,225.81
TOTAL FUND BALANCE FOR SUB-FUND 00000			-48,147.70	-643,666.55
TOTAL LIABILITIES + FUND BALANCE FOR SUB-FUND 00000			-47,406.64	-643,666.55

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 Program ID: glbalsht

# Plumas County 11/21

## BALANCE SHEET FOR 2024 12

FUND: 7015 CHILDRENS & FAM.FIRST ACT / SUB-FUND 7015A				NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS					
	7015A10	10100	CASH - BALANCE	.00	-1,620.54
	TOTAL ASSETS FOR SUB-FUND 7015A			.00	-1,620.54
FUND BALANCE					
	7015A30	3000	RESTRICTED (UNDSGN-B)	.00	1,572.58
	7015A39	3996	REVENUE CONTROL	.00	47.96
	TOTAL FUND BALANCE FOR SUB-FUND 7015A			.00	1,620.54
	TOTAL LIABILITIES + FUND BALANCE FOR SUB-FUND 7015A			.00	1,620.54
TOTAL ASSETS FOR FUND 7015				47,406.64	642,046.01
TOTAL LIABILITIES FOR FUND 7015				741.06	.00
TOTAL FUND BALANCE FOR FUND 7015				-48,147.70	-642,046.01
TOTAL LIABILITIES + FUND BALANCE FOR 7015				-47,406.64	-642,046.01

\*\* END OF REPORT - Generated by DeLena Jones \*\*

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## Executive Director's Report

Pamela Becwar

August 5, 2024

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### **Submitted:**

Financial Audit contract is executed.

Submitted Plumas County Board of Supervisors Consent Agenda for Commission Membership

**Needs Assessment Project Update:** Review of Parent Survey and contractor's report.

### **Early Intervention:**

- May 9, met with State Council on Developmental Services manager, Renee Bauer at PUSD.
- May 13, attended PUSD Special Needs Community Advisory meeting. Meeting was canceled but we met with Jessica Stone to get more clarity around referrals to PUSD. Discussed the IEEEP funding that PUSD did not apply for.
- May 17, Provided Public Comment to Far Northern Regional Center Board on Intake Line.
- June 7, 2024 Far Northern Regional Center manager has requested a meeting with Plumas County service providers as a response to feedback provided and public comment.
- **Follow-up meeting with FNRC staff to address intake issues August 13, 2024 at 12 pm at PUSD (lunch will be provided).**

### **Health Care Clinic Outreach:**

Presented at PDH clinic staff meeting, July 9.

**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** – 283 enrollments, 98 graduated. Our goal is 350 for this year.

**Playgroup** with Plumas Arts. Every Wednesday at 9:30 at Gansner Park, facilitated by Alicia Kerr. Expansion of groups include adding a parent to parent breastfeeding group on Wednesdays, starting August 14, and hoping to add a playgroup in Chester and Portola.

### **Parent Trainings:**

August 14, 2024, 5:30 to 7:30, Carrie Little will be presenting a parents training titled, Supporting Young Children's Emotional Health through Coregulation, at Feather River College.

High Sierra Parent Conference will be November 16, 2024.

## Strategic Plan Briefing 2024

### Introduction



The intention of this Briefing is to provide First 5 Plumas Commission members with context for strategic discussions that will take place over the course of 2024-25, which will lay the foundation for a First 5 Plumas Strategic Plan 2025-2030.

Thank you for your commitment of time and ideas in support of a plan that addresses the needs of our youngest children and their families.

### First 5 Plumas Strategic Planning Timeline 2024

**April 15** - Commission Meeting ([www.first5plumas.org](http://www.first5plumas.org)): Briefing Presentation, by First 5 Executive Director

- Provide Strategic Planning & Review materials to the Commission to begin Strategic Plan process
- Discuss vision and process for strategic planning First 5 Plumas
- Parent Survey Questions- discussion

**May** - Stakeholder Meeting, Parent Survey

**June** - Parent Focus Groups, Draft Needs Assessment Report

**July** - Commission Meeting: Strategic Plan Discussion - Visioning, Mission, and Frameworks

- Review Legislation from Prop 10
- Discuss Community Reports/Assessments
- Discuss First 5 Plumas focus areas and frameworks
- Vision Discussion and practical picture of desired future

**August** - Commission Meeting: Strategic Plan Discussion - Commission Ranks Priority areas

- Review community needs/assessments and stakeholder input
- Commission ranking discussion

**September** - Commission Meeting: Strategic Plan Discussion - Goals, Outcomes

- Review priority areas and visioning discussion
- Identify goals and objectives
- Review strategic plan direction

**December** – Commission Meeting: Public and Commission Strategic Plan Review

**January** - Commission Meeting – Strategic Plan for approval by the First 5 Plumas County Children’s & Family Commission

## **First 5 Plumas Strategic Planning & Review Documents 2025-2030**

([https://drive.google.com/drive/folders/1ZjYuRCJ2O79PcSXI4qL6Ay5\\_nVUmtJIC?usp=sharing](https://drive.google.com/drive/folders/1ZjYuRCJ2O79PcSXI4qL6Ay5_nVUmtJIC?usp=sharing))

### **First 5 Plumas Commission Approved Documents:**

The following documents have been reviewed and approved by the Plumas County Children & Families Commission.

#### First 5 Plumas docs:

[First 5 Plumas Strategic Plan 2019 - 2024](#)

[First 5 Plumas Year End Evaluation Report 2022-23](#)

[First 5 Plumas Policies and Procedures](#)

[Ordinance](#)

#### CA documents:

[First 5 California Annual Report 2024](#)

[Prop 10 Statues](#)

### **Local Community Plans:**

The following reports are used to help inform the First 5 Plumas Needs Assessment and can help Commissioners have broad understanding of Plumas County's needs.

[Plumas County Community Health Improvement Plan](#)

Family First Needs Assessment 2024 (waiting)

Sierra Cascade Family Opportunities (Head Start) Community Needs Assessment (waiting)

### **California First 5 and First 5 Association Documents:**

[First 5 California Strategic Plan 2019-2024](#)

[First 5 Association Strategic Plan 2022-24](#)

[First 5 Association, Network Updates – January 2024](#)

### **Frameworks:**

[Protective Factors](#)

[First 5 - Centering REDI](#)

### **Examples of Other County Strategic Plans:**

Small Counties: [First 5 Amador](#), [First 5 Mariposa](#), [First 5 Siskiyou](#)

Medium County: [First 5 Humboldt](#), [First 5 Butte](#)

Large County: [First 5 Contra Costa](#)

## **DRAFT Resource Mapping and Needs Assessment Project 2024:**

The strategic planning process began with an assessment of needs, trends, and the current environment. Initial informational interviews were conducted in March and April 2024 with community partners to investigate the needs of families prenatal to 5 years of age. First 5 Plumas Executive Director with provide findings on major concerns of community partners and service providers.

18 service providers provided feedback on:

- What they want parents to know (messaging)
- How First 5 can be a better collaborator
- Strengths and gaps in local services for families with children prenatal to 5 years.
- Follow-up needed or solutions

### Topics of concern:

**Better communication needed:** Comments include: advertise Plumas STARS, HeadStart has 10% of slots not income qualifying, First 5 could help with messaging, DSS has stigma but families need help, need more communication for parents like weekly newsletter, no paper newspaper, access to phones and internet, need to know more about First 5 services

**DSS:** system is overwhelming, need a bridge to DSS,

**Parenting classes:** difficulty in coordinating times for programs (library)

**Far Northern Regional Center** Intake is not responding to calls.

**Mental Health Services (CHAT is gone)**

**Inclusion:** need coordination, need understanding that inclusion is cultural (people need to see what is possible), PUSD rejected state funding and did not allow the LPC to apply for inclusion funding (\$150,000)

**Early Intervention - IFSP/IEP:** 3 year olds have service cliff (only 1 option), not enough communication PUSD (district is not returning calls), need services in natural environment

**Emergency preparedness**

**Dental Care:** have to travel, long wait times for appointments

**Transportation:** having to travel for OB, difficult for services

**Specialty Services:** OT, Speech, online delivery is problematic, parents are not happy with online service delivery,

Autism services are not happening until 2 years 9 months

**Child Care:** Infant care, provider wages, people do not know to contact Child Care Payment Plan, respite care is hard to find

**Immunization:** preschoolers need immunizations before school starts

Parent Surveys will be available May 2024 and parent focus groups will be conducted in May 2024.

Publicly available data, including the Family First Needs Assessment (not yet complete 3.28.2024) and the Plumas County Public Health Agency Community Improvement Plan results will be compiled.

All needs assessment findings will be used to prioritize and rank needs and make decisions.