



## MINUTES –REGULAR MEETING

Wednesday, February 25, 2004

### 1. Call to Order, Establish Quorum, Public Comment

Commission Vice Chair Martha Mendez called the meeting to order at 8:45 a.m. in Bishop. A legal quorum was present with Commissioners Lara Andersen, Jean Dickinson, Michele Dossey, and Margaret Peterson in attendance. Also present were Jackie Randall (First 5 Inyo County Commission staff), Melanie Bridges (Inyo Mono Advocates for Community Action), and Catherine Hiatt (Inyo County Office of Education).

Commissioner Mendez opened the meeting for Public Comment.  
There was no Public Comment.

### 2. Commission Membership

Jackie Randall reported that the Board of Supervisors received two applications so far for the “one” Commission vacancy: Jeff Griffiths (Bishop), and Joan Huff (Bishop). The Open Application period closes Feb. 25<sup>th</sup> at 5:00 pm. Staff will continue to coordinate with Pat Gunsolley (Inyo County Board Clerk) through Kelley Williams (HHS Administrative Assistant) to obtain copies of any additional applications received by the close of the day. Copies will be distributed to the Commissioners for review and recommendations. Staff will complete the necessary Board Agenda Request for submission when appropriate.

### 3. Inyo Mono Advocates for Community Action

A. Melanie Bridges gave a report on proposed line items redirections requested by IMACA in the current 2003-2004-contract budget. In anticipation of implementing the “Parents as Teacher” Home Visitation model, IMACA made purchases in December causing an overage in the Program Supplies line item.

*Commissioner Jean Dickinson made a motion to approve realigning funding within line items. Motion seconded by Commissioner Michele Dossey; approved unanimously.*

B. Staff and IMACA prepared a change in the Scope of Work and Work Plan to the existing Community Advocacy contract with IMACA. The change will allow continued Home Visiting services to incorporate the new Parents as Teachers Model. This would allow IMACA to begin the program while we are waiting for final Board of Supervisors approval on the proposed new contract (to take effect April 1, 2004). There is no financial impact to the existing contract Schedule of Fees.

*Commissioner Margaret Peterson made a motion to approve the changes to the Scope of Work and Work Plan on the current contract. Motion seconded by Commissioner Jean Dickinson; approved unanimously.*

### 4. Update on the Inyo County Professional Development Program (PDP)

The Commissioners received a letter dated February 19, 2003 from the Inyo County Child Care Planning outlining their proposed action to implement the Professional Development Program for FY 2003/2004. The Commission reviewed the letter and discussed the impact of possible reduction in stipend payouts. The Commission stated the importance in proceeding with this program as soon as possible, with notice given to interested participants containing a statement about potential for a

reduced stipend payment. Moving ahead on this project is necessary due to time delays for participants to obtain necessary documentation (transcripts, etc) and to participate in trainings.

Staff was directed to contact California First 5 to determine if revised application page(s) were required to modify stipend amounts, and to work with ICOE (Verna Sisk) to submit any necessary documents.

Staff was also directed to notify ICOE to move ahead on the project to solicit interest and anticipated participation even if no stipend amount can be provided. The Commission discussed possibly adding funding to defray stipend reductions, should an excessive reduction be determined once applications are received. Staff was directed to place an update on the PDP program on the next regular meeting agenda.

#### **5. Family Involvement Symposium, March 20, 2004**

Catherine Hiatt, Assistant Superintendent of Student Services and Curriculum, presented current information to the Commission about their upcoming Family Involvement Symposium being offered March 20, 2004 at the Cerro Coso Community College Campus site. Main theme: Literacy (No Child Left Behind). The Keynote Speaker and breakout presenters are out-of-area experts. Breakouts will cover ages 0-5, and others grades K-6. ; 3 before lunch and 3 after; some will be presented in English, with two interpreters present to translate for participants using headsets. Other breakouts will be presented in Spanish. There will be up to 16 child care slots offered; ICOE is currently negotiating transportation services.

No charge to attend; reservation are required by March 5<sup>th</sup> (childcare) and/or March 12<sup>th</sup> (attendance); coffee and donuts offered in the morning with lunch provided to attendees. The Commission and First 5 staff are invited to attend and participate by providing an information table if desired. Jackie Randall stated that she is planning on attending and having an information table set up, and may also have information from First 5 Mono County available.

#### **6. Funding for Sponsorships**

Commissioner Margaret Peterson reported the Ad Hoc Committee (she, Commissioner Lara Anderson, and Kathy Peterson) met to discuss formulating a policy and procedure for receipt and approval of Scholarship requests. Staff will assist drafting the documents and will submit them for County Counsel and Risk Management comments and approvals. At the last Commission meeting, a motion was passed to approve \$2,000 this fiscal year to fund scholarship requests. There will probably be a funding request cap and a limit placed on the number of requests approved within the calendar year from any one agency or individual. Once responses are received from County Counsel and Risk Management, the Ad Hoc Committee will reconvene to formulate a recommendation and Staff will schedule an action item on an upcoming Commission meeting agenda.

Commissioner Margaret Peterson discussed questions she had concerning the proposed augmentation funds and minimum allocations for rural counties proposal to be presented to First 5 California for approval at the March 19<sup>th</sup> State meeting. Rene Doran, Executive Director of First 5 Mono County, will participate in the Rural Caucus Teleconference on 2/26 or 2/27. Any concerns or comments from the Inyo Commission should be relayed to Rene for the Rural Caucus call.

Commissioner Jean Dickinson reported that the County Budget process is beginning and Staff should place this on the March agenda.

#### **7. Financial Support Request letter from Child Care Connection**

The Commission considered a letter submitted by Inyo County Child Care Connection requesting financial support for their upcoming training March 26-27, 2004. The Commission reviewed this

request for \$1000. With no formal policy in place, the Commission chose not to fund the request, and directed Staff to notify the Inyo County Child Care Connection.

*Commissioner Lara Andersen made a motion to not fund this request due to no policy being in place at this time. Motion seconded by Commissioner Jean Dickinson; approved unanimously.*

**Meeting adjourned at 9:40 am.**

**NOTICE:** The next Regular Commission Meeting will be Wednesday, March 24, 2004 at 9:00 a.m. in the HHS Conference Room, 1351 Rocking W Drive, Bishop. A Public Hearing on the First 5 California (Children and Families Commission) Annual Report FY 2002-03 will be held at that time.