



MINUTES –REGULAR MEETING

Thursday, March 16, 2006 – HHS Conference Rm. Bishop Plaza

1. Call to Order, Establish Quorum, Public Comment

Commission Vice- Chair Lita Shepard opened the meeting for public comment at 8:42 a.m. No public comment was received, so Commissioner Shepard opened up the regular meeting.

A legal quorum was present with Commissioners Susan Cash, Lita Shepard, Michele Dossey and Karen Harrison in attendance. Also present were Genevieve Collignon (Family Education Manager, IMACA), Leah Romano (IMACA), Karey Poole and Jara Halfen (First 5 Inyo County Staff).

2. Approval of Minutes

The Commission did not approve minutes due to not having the correct combination of Commissioners available to pass a motion.

3. Sponsorship Requests

School Readiness Coordinator Julie Lambdin requested a \$400 Sponsorship to assist her in attending the State Conference this year. By attending the State conference, Julie will be learning about current trends and proven strategies relating to early care and education. This supports the Inyo County First 5 Commission Strategic Plan defining one goal that “Children 0-5 have access to high-quality early care and education.” In addition, Ms. Lambdin also will be receiving both partial funding and in-kind donations from Lone Pine Unified School District to assist her in attending the conference.

*Commissioner Shepard made the motion to approve the Sponsorship request.
Commissioner Harrison seconded the motion. Motion approved unanimously.*

4. Inyo Mono Advocates for Community Action – SR Contract C03-222

Genevieve Collignon requested the following changes to the 2005/2006 School Readiness contract budget:

- Move \$1000 from line item K – Consultants - to line item B Office Supplies
- Move \$715 from line item K to line item D telephone communications
- Move \$2000 from line item K to line item F and G to assist in purchasing additional books and toys that can be loaned to participating families
- Move \$1000 from line item K to line item H to cover increased travel costs

The Consultant Budget was established initially with the thought that the Home Visiting Partners would need to meet with the mental health consultant on a weekly basis. They have not had the need to meet with a Mental Health Consultant on a weekly basis due to their training in Parents as Teachers. Instead, the Home Visitors meet with the Mental Health Consultant on a monthly basis and trainings are provided in Case Management and other pertinent topics. The Mental Health Consultant is intended to provide staff report as necessary and does not provide services directly to parents or children. The role of the Consultant is to assist, as needed, the staff with CM and training.

*Commissioner Cash made the motion to approve these line item changes contingent on State approval is needed.
Commissioner Dossey seconded the motion. Motion approved unanimously.*

5. Inyo Mono Advocates for Community Action – County Wide Home Visiting Contract C03-225

Genevieve requested the following changes to the 2005/2006 REACH Countywide contract budget.

- Move \$1000 out of line item L – Subcontractors – into line item B to replace broken machinery and furniture
- Move \$2000 out of line item L into line item D to cover increased telephone costs
- Move \$2333 out of line item L into line items F and G to assist in purchasing additional books and toys that can be loaned to participating families

Genevieve also requested the following changes to the 2006-2007 REACH Countywide budget.

- Move \$2000 out of line item L – Subcontractors – into line item D to cover increased phone costs
- Move \$3000 out of line item L into line items F and G to assist in purchasing to assist in purchasing additional books and toys for child and parent education and lending to families in Death Valley.
- Move \$2000 out of line item L into line item H to cover additional costs to provide service to Death Valley families.

The funds in the “Subcontractors” line item will not be spent because the Sierra Clinic in Shoshone is no longer being used, and IMACA Home Visitors are providing the services in that area that they were initially utilizing Sierra Clinic to provide.

Commissioner Dossey made a motion to approve budget changes requested for both 05/06 and 06/07. Commissioner Cash seconded the motion. Motion approved unanimously.

6. School Readiness Evaluation – Logic Models

Jara Halfen presented the SR Logic Models which were submitted to the State. State First 5 sent the County a menu of outcomes and indicators for 4 result areas that they would like our County to report on for the SR Contract. We chose one outcome for each result area to focus on. The Commission reviewed each outcome by result area and will make comments or recommend changes, if needed, during the April Commission meeting.

7. Review of Legal Status Options for First 5 County Commissions

Jara Halfen provided an update about the progress on researching the most efficient governance structure for the Inyo County First 5 Commission. First 5 is working very closely with the Fiscal Manager and Director of HHS to review the budget and to cut down on administrative overhead wherever possible.

Also, should the Commission make a decision to move the program from the HHS Department, then Measure A would be triggered, and this would become a ballot initiative for November, 2006.

8. Review of Budget

Commissioner Shepard provided an overview of this budget year’s expenditures and revenues. The expenditures are well below the budget, and revenues are slightly below budget. Staff will review journal entries to insure all payments from grants have been paid and applied to the appropriate budgets.

The Commissioners would like to review the budget twice per year.

9. MAA Time Study

First 5 Staff members are time studying this month.

10. Draper Consulting – Development of a Community Foundation

Jara Halfen gave an update about the investigation of development of a community foundation. She will pursue a sponsorship through The California Endowment that will help pay for retaining a consultant to assist in the feasibility study and if the Commission decides to pursue this option, then the Consultant can assist in obtaining the tax id number, developing bylaws, recruiting a director, etc.

The Commission provided staff direction to continue to help facilitate this investigative process.

11. 2006 Annual Statewide Conference

Attendance at the Statewide Conference needs to be finalized as soon as possible as space is limited.

12. Community Outreach Event with Wild Iris

First 5 and Wild Iris will coordinate an event where parents and children get training and information about stranger awareness and protecting themselves. The potential date for this joint community event is Saturday, September 9th. Wild Iris has a grant to provide the teaching and First 5 staff will assist in finding a place to hold the event, promotion of the event and provision of snacks and activities.

Commission suggested staff look into finger printing and pictures for that event. Commissioner Shepard also suggested that we consider doing a similar event in the future in Southern Inyo County. Staff will coordinate with Wild Iris to see if this is feasible.

13. Staff Report

Jara Halfen gave an update on the Oral Health project. The Quarterly Partner meeting went well with a focus on sustainability. We will be looking at billing options for the Dentists we work with to determine if some of

what they do for us could be paid for by Healthy Families or Medical. Also discussed ways that we can present outcomes to the schools so that we continue to get more support within the school systems when holding screenings at the elementary schools.

Julie Lambdin, SR Coordinator will be coordinating a regional meeting with SR Coordinators from the NE Region. This will be held on March 30 at June Lake Community Center.

14. Commissioner Updates

Commissioner Cash may be appointed to a task force where she will be working on the Preschool for All initiative.

15. Items to be Considered for Future Commission Meetings

The April meeting will be announced as a public hearing where Commission will review and discuss the State Annual Report.

**Notice: Next Regular Meeting and Public Hearing will be held on Thursday, April 27 at 4:00 p.m.
Lone Pine Unified School District Conference Room
301 S. Hay Street, Lone Pine, CA 93545**

*If you need disability modification or accommodation in order to participate in this meeting, please contact the Commission office at 760 872-0925 or 760 873-6453 at least 48 hours prior to the start of the meeting.
Government Code Section 54954.2(a)*