



MINUTES- REGULAR MEETING

Thursday, August 18, 2005 – HHS Conference Rm. Bishop Plaza

1. Call to order, Establish Quorum, Public Comment

Commission Chair Griffiths opened the meeting at 8:40 am. A legal quorum was present with Commissioners Susan Cash, Karen Harrison, Lara Andersen and Jean Dickinson in attendance. Also present were Linda Benson, participating as First Five County staff, Genevieve Collignon, from Inyo Mono Advocates for Community Action, and Tamara Cohn, Inyo County HHS, Director of Public Health Programs and Clinical Services.

Commissioner Griffiths opened the meeting for Public Comment.

No public comment was received. Commissioner Griffiths closed the Public Comment period and opened the regular meeting.

2. Approval of Minutes

The Commission reviewed the minutes of April 13, 2005.

Commissioner Dickinson made a motion to approve the minutes of April 13, 2005.

Commissioner Harrison seconded the motion. Motion approved unanimously.

The Commission also reviewed the minutes of June 7, 2005.

Commissioner Andersen made a motion to approve the minutes of June 7, 2005. Commissioner Dickinson seconded the motion. Motion approved unanimously.

The Commission deferred approval of the minutes from March 16, 2005, and July 21, 2005, until the next Commission meeting on September 19, 2005.

3. Sponsorship Request Program

Since no Sponsorship Requests have been received since the Commission meeting July 21st. The Commission agreed to direct Jackie Randall of the Commission staff to place advertisements in the newspaper in order to attract applicants to this program.

4. Mini Grant Program FY 05/06

Commissioner Griffiths explained the auditor's office request to clearly highlight the section informing recipients that they will receive a 1099 tax form. It has not been clear to some recipients in the past that they could be taxed on the grants. Also, he discussed their request to define more clearly for the recipients in the guidelines and application about what will happen to the unexpended mini grant funding. There was discussion on these items as well as on a request by staff to move up the deadline date for purchases to May 31, 2006 or sooner. The Commission directed that Jackie incorporate all requests and bring the draft information back to the September meeting.

5. Fiscal

The Commissioners had a discussion on what to do about the unexpended funds left over from the Sponsorship Program and the Mini Grants Program.

Commissioner Andersen moved to roll the unexpended funds into committed funds.

Commissioner Cash seconded the motion. Motion passed 4 to 1, with Commissioner Dickinson opposed.

6. Inyo Mono Advocates for Community Action - Countywide Home Visiting Contract C03-225

Commissioner Andersen made a motion to exercise Option Two on the current contract to extend services as outlined in the Scope of Work for an additional one-year period. Commissioner Cash seconded the motion. Motion approved unanimously.

7. Inyo Mono Advocates for Community Action - School Readiness Contract C03-227
IMACA had requested using unexpended funds from year one (FY03/04) to FY05/06 to cover additional costs. This request was denied by the State, who provides matching funds. The State wants unexpended funds rolled to fund a fifth year. Contractor and Commission did not know rollover could not be used. Genevieve will prepare a request for Commission funds for the next meeting to cover their increasing costs.
8. Ad Hoc Committee Report – Local Professional Development Program (Stipends for Early Care Providers)
The Child Care Planning Council has not met; therefore there is no report at this time.
9. Review of Legal Status Options for First 5 County Commissions
Commissioner Griffiths discussed the interview process to fill the vacant First 5 position. He expressed concern about the timing of the successful applicant’s start date and Mike Smith’s workshop. The Commission decided to direct Jackie to call Mike Smith and request new proposed dates after Thanksgiving and to email Commissioners with choices of dates.
10. Closed Session
Commissioner Griffiths recessed open session to convene in closed session to discuss Agenda Item No. 10. PERSONNEL (Pursuant to Government Code Section 54957) – Public Employee Performance Evaluation – title: Health & Human Services Specialist.

Report on Closed Session:
Commissioner Griffiths recessed closed session to convene in open session. There were no items discussed in closed session that are required by law to be reported in open session.
11. School Readiness Reapplication with First 5 California
The Commission was given a “heads up” on reapplication requirement for future School Readiness funds.
12. California Managed Risk Medical Board
Tamara Cohn provided the Commission with information she has researched about potential participation in the “Buy-in Program” to the Healthy Families Program’s administrative and health coverage model in order to implement a local Children’s Health Initiative. Tamara explained that in order to meet the needs of the target population of children, counties are looking at health initiatives and one option is First 5 funding. There are other funding options as well. We would not have much time to send in the letter of intent with all of the information we would need to gather. Commissioner Griffiths expressed that the Commission has only about \$20,000.00 of uncommitted funds at this time. The Commission discussed sending in a letter of intent that was not a commitment in order to look at this program and see if it is consistent with the Commission’s goals in the Strategic Plan. Commissioner Griffiths stated that there is a need for this program but we don’t have information on how much of a need it is. Commission agreed not to use the form letter sent to us but to direct Jackie to write a generic letter expressing potential interest in the program.
13. Review of the First 5 Inyo County Children and Families Commission Strategic Plan (Revised Feb. 2003)
There will be more discussion on this item at the September 19, 2005 meeting.
14. Staff Report

In addition to the written staff report submitted by Jackie to the Commission, Genevieve Collignon gave an update on the IMACA programs and gave the Commissioners new program pamphlets.

The Commission agreed to ask Jackie to obtain information necessary and give to Commissioner Cash to have the Inyo County Board of Supervisors prepare a certificate of appreciation for Dr. Reifel for all of her hard work with the Oral Health project.

15. Commissioner Updates

None to report at this time.

16. Items to be considered at future Commission meetings

The Commission confirmed that the next regular Commission meeting is scheduled for September 19, 2005, at 8:30 am at the Bishop Plaza HHS Conference Room

Meeting adjourned at 10:35 am.