



Modoc County Children & Families Commission  
901 N. East "A" Street Alturas, CA 96101  
Telephone (530) 233-7122  
January 8, 2019  
**UN-ADOPTED MINUTES**

Members of the Commission met for a Public Hearing and Regular Meeting at Early Head Start at 5:31 p.m. Chair Lybarger called meeting to order pursuant to law.

**Call to Order & Flag Salute**

**Members Present**

Alice Lybarger-Chair  
Edward Richert, MD  
Tanya Schulz  
Patricia Cullins  
Melissa Channell  
De Funk

**Public Present**

Carole McCulley

**Staff Present**

Nicole Hinton

**Public Hearing and Regular Meeting**

**Public Comment**

None

**Item 1 Approve/Disapprove Minutes from the November 13, 2019 Public & Regular Meeting**

Commissioner Cullins motioned to approve the November 13, 2019 minutes with noted grammatical corrections. Motion seconded by Commissioner Richert. Motion carries with 5 ayes, 0 nays, and 1 abstention – Commissioner Funk.

**Item 2 Approve/Disapprove Recommendation of Appointment of Carole McCulley to the First 5 Modoc Commission**

Commission held brief nomination discussion. Commissioner Cullins motioned to recommend to the Modoc County Board of Supervisors the appointment of Carole McCulley to the First 5 Modoc Commission. Motion seconded by Commissioner Funk. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

**Item 3 Approve/Disapprove FY 20-21 Grant Budget**

Ms. Hinton explained the elimination of Micro grants funds (\$5,000) and noted a correction would be made to the Strategic Plan FY 20-25 to remove Micro grant verbiage. She also noted the reduction of Mini grant funds to \$15,000 from \$20,000. The Commission discussed reductions, current Long Term Sustainability Plan, and RFP opportunities Ms. Hinton is seeking (e.g. Help Me Grow, IMPACT 2020, ACEs Aware). Commissioner Funk motioned to approve the FY 20-21 Grant Budget as presented. Motion seconded by Commissioner Channell. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

**Item 4 Approve/Disapprove FY 20-21 Formal Grant RFP Schedule**

Ms. Hinton presented schedule; Ms. McCulley noted to change one date to 2020. Commissioner Cullins motioned to approve FY 20-21 Formal Grant RFP Schedule with noted correction. Motion seconded by Commissioner Richert. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

**Item 5 Approve/Disapprove Retroactive Increase to Exempt Salary Threshold**

Ms. Hinton presented exempt salary schedule increases as presented to Commission on June 12, 2019. She clarified increases would be brought to the Commission through 2023 in order to meet the Exempt Salary Threshold. Commission discussed increases and future impacts. Commissioner Cullins motioned to approve the retroactive increase to Exempt Salary Threshold, as of January 1, 2020. Motion seconded by Commissioner Schulz. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

**Item 6 Approve/Disapprove First 5 Modoc Early Learning & Resource HUB Proposal**

Ms. Hinton presented scope of work and discussed vision for the HUB program using Result Area 4 – Systems of Change allocated funds. She explained the HUB as an “open-door” providing a central location for resource outreach, project approach themes, special events and family engagement opportunities. The Commission and Ms. Hinton discussed HUB logistics and impact to First 5 Modoc. Commissioner Cullins suggested to seek transportation collaboration with TEACH, Inc. and/or Sage Stage. Commissioner Cullins motioned to approve the First 5 Modoc Early Learning & Resource HUB. Motion seconded by Commissioner Schulz. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

**Item 7 Approve/Disapprove Dia de los Ninos / Dia de Libros 2020**

Ms. Hinton discussed her event presentation to the Modoc County Library Advisory Board for Dia de los Ninos / Dia de Libros 2020 (April 27-29). She noted the dual language event would be held in Adin, Lookout, Alturas and Cedarville. Commissioners discussed event details. Commissioners Cullins, Funk and Channell expressed interest in reading. Commissioner Channell motioned to approve Dia de los Ninos / Dia de Libros 2020 in collaboration with the Modoc County Library. Motion seconded by Commissioner Funk. Motion carries with 6 ayes, 0 nays, and 0 abstentions.

**Presentation/Reports:**

None

**Commission Report:**

Commissioner Funk discussed Family Nights project through Modoc County Prevention Collaborative to provide family engagement opportunities. Events are proposed twice monthly for a three year commitment. Ms. Hinton noted First 5 Modoc would be collaborating for the first event and continuously. Commission held discussion about event ideas and dates.

**Staff Report:**

Executive Director Hinton provided updates on seeking RFP funding and opting in on IMPACT 2020 funds; Commissioner Funk concurred. Ms. Hinton discussed First 5 Northwest Region Commissioner convening; Commissioners expressed interest if held on a Saturday in Redding. Ms. Hinton and Commission discussed advocacy, outreach to representatives, and support letters (e.g., SupplyBank.org Diaper Kits Program). Ms. Hinton invited the Commission to the I/ECMH 101 training on January 13 with Dr. Barbara Ivins and Miriam Silverman. She also noted updating data collection methods to replace PEDs.

**Correspondence:**

None

**Fiscal**

**a) November**

Ms. Hinton reported fiscal in order.

**Item 4 Announcement of the next Public Hearing & Special Meeting**

Date: March 11, 2020  
Time 5:30 p.m.  
Location Early Head Start

**Adjournment**

**Time: 6:19 p.m.**

Respectfully Submitted

Chair Lybarger

---

---