

CHILDREN'S SERVICES COORDINATING COMMISSION MEETING

Thursday, February 2, 2017

2:00 p.m.

SJCOE Wentworth Education Center, Greenwood 3, 2707 Transworld Drive, Stockton

MINUTES

I. CALL TO ORDER

The regular meeting was called to order at 2:01 p.m. by Michelle Scott, Chair.

II. ROLL CALL/INTRODUCTIONS

Roll call was taken and a quorum was established.

Commissioners Present: Doug Bonnet, Dave Erb, Becky Fitzgerald, John Harris, Edith Izaguirre, Evelyn Moore, Kathy Morrissey, Kristine Reed, Rene Roddewig, Michelle Scott, and Tony Yadon,

Commissioners Excused: Capt. Jerry Alejandre, Dawn Custer, and Mikey Habbestad

Commissioners Not Present: Matt Kozina, Rev. Dwight Williams, and Mark Yost

Contractors Present: Jami Alexander (CAPC), Jennifer Jones, Ector Olivares, Isabel Rios, Khandyah Warren, Nicole Hahn, Lolita Arsi, and Yesenia Ramirez (WCYFS), and Ginger Estopare (HSA)

Contractors Not Present:

Guests Present: Dawn Arlt (First 5)

Staff Present: Cathy Long-Page, Jamie Baiocchi, and Melinda Stapleton

Staff Excused: Brandi Harrold

III. CONTRACTOR COMMENTS

A. Child Abuse Prevention Council

There was no discussion regarding the monthly report sent out via email prior to the meeting.

B. Child Death Review Team

There was no discussion regarding the monthly report sent out via email prior to the meeting.

C. El Concilio – One Time Funding – No Show

D. Foster Youth & Family Services

There was no discussion regarding the monthly report sent out via email prior to the meeting.

E. Women's Center Youth & Family Services

Nicole Hahn, Case Manager introduced a parent who was in need of housing assistance, counselling, resources, and to empower and support her. The parent shared her experience on how the WCYFS helped her and her children after first being very reluctant to receive assistance needed housing. They were homeless and undernourished. She has been able to turn her life around get healthier, has a two bedroom apartment with her son and she feels this program is the best thing for her life. They were very kind and sensitive to her needs; she has gained confidence in herself and understands who she is.

Dave asked her why she did not know of this program and services. She stated that she had come from Contra Costa County and was not aware of these services.

Khandyah Warren and Yesenia Ramirez provide support to the basic parenting inherited class. Khandyah shared how a father of four, (3 boys and 1 girl) needed communication skills. They helped him to communicate better with his daughter by writing her a letter. They provide "tools" for the parent's toolbox. With their assistance he has been able to increase communication to all of his kids.

There was no discussion regarding the monthly report sent out via email prior to the meeting.

F. HSA Contract Supervisor – nothing to share.

IV. EXECUTIVE BOARD/STAFF COMMENTS

Cathy shared the following:

- Poverty training on March 9th is free, registration is required. Flyers were distributed.
- Form 700 will be circulated for signature next month and are due to the Registrar of Voters by April.
- Annual Report 2015-16 is available and identifies the different funded programs.
- Tony asked if we could go to the Board of Supervisors and explain the work of the commission. She stated that she has taken information to them and they are always invited to attend the Symposium each year.

V. RESOURCE SHARING

Michelle stated that is not too late to receive a flu shot. There have been 12 serious flu cases, of which 8 were hospitalized and 4 people died.

Dawn shared that the First 5 website has information on a mini grant RFP, this is a Medi-Cal Congregational grant.

Jennifer stated that the Women's Center Luncheon on March 22nd.

Cathy offered Congratulations to Jennifer for being promoted to CEO.

VI. ITEMS SCHEDULED OR ACTION

A. Acceptance of Minutes from the January 5, 2017 meeting

Michelle stated a name spelling correction for Brandon Leake, CAPC, Family Intervention. Dave made a motion to accept the minutes from the January 5, 2017 meeting as corrected by Michelle. Motion passed.

M. (D. Erb) **S.** (T. Yadon)

Ayes- 9

Nays- 0

Abstentions – 2 (K. Reed, R. Roddewig)

B. Approve offset amount of \$849 from decreased 16-17 CBCAP Allocation

Cathy stated there is a decrease of \$849 in the CBCAP allocation. It is recommended to use Birth Certificate funds to offset this amount so the WCYFS Parenting Contract does not need to be adjusted. Tony made a motion to approve the 16-17 CBCAP allocation offset amount of \$849 from Birth Certificate funding. Motion passed.

M. (T. Yadon) **S.** (E. Moore)

Ayes- 11

Nays- 0

Abstentions – 0

VII. OLD BUSINESS

VIII. NEW BUSINESS – Review Bylaws

Michelle asked for everyone to review the distributed bylaws. There was further discussion page by page. Dave asked if committees were subject to the Brown Act. Cathy stated that they are not if they are AdHoc Committees and no more than a quorum can be present.

Page 1 – No changes

Page 2 – There are many open positions in the commission. If anyone is aware of someone who may be interested in filling a vacancy, please let Cathy know. There are vacancies for Community Volunteer, Consumer, Coroner, District 3, and District 4.

Page 3 – Members who are filling a vacancy may have to be re-appointed before the 3 year mark. Categories all have a specific term that the individual fills. Officers serve one year terms and they can be re-elected but cannot serve more than 2 consecutive terms. Officer nominations are performed every May.

Page 4 - Michelle reminded everyone of the importance of attending the monthly meetings; as the Commission is not able to complete business without a quorum.

Michelle stated that the UOP Leadership course was very good for understanding the ethics and Roberts' Rules of Order. John Harris asked if the Ethics course was really necessary. Cathy will check on this and find out.

Page 5 – Michelle stated that the chairperson has the ability to appoint ad hoc committees to complete specific duties.

Cathy discussed attendance rules and the necessity of attendance for a quorum to conduct business. Members who miss (4) or more meetings in a fiscal year will be reviewed by the Executive Committee. Letters are sent asking members informing them of how many meetings they have missed.

Page 6 – There was various discussion regarding reviewing the bylaws annually, fundraising, and the use of the Children In Need funds.

IX. REPORTS

A. CSCC Budgets Update

Cathy shared they have not received the Kids Plate allocation which we normally receive in November, she has emailed the OCAP, and received a response they are working on it.

- **Ad Hoc Committee**
- **2017 Symposium**

Cathy shared the following:

- Erahm Christopher will present *How to Listen* in the AM and then provide a viewing of the film *Listen* in the evening at Lincoln High School.
- Flojuane Griffin Cofer will present on Motivational Interviewing.
- Margeaux Helm will present in the afternoon on Vicarious Trauma.
- After discussion the commission settled on "The Power of Listening" as the title.
- Agency Resource Tables will be available this year – 20 maximum.
- Award nominations will go out with the Save the Date.

- **Car Seat Safety Program**

Cathy stated that the final two car seats were delivered and installed by the CHP. She is working with the CHP on another event possibly in Acampo or the Oakview area. She is working on a Car Seat Safety Course for San Joaquin County's First Responders. The course is for five full days with a certificate when complete. Public Health is offering the training as well but it will be attended by Community Partnership for Families and other community members.

- **One Time Funding RFP**

El Concilio was scheduled to present but no one was present. Cathy will contact them.

X. LEGISLATIVE UPDATES

XI. COMMUNITY COMMENTS

XII. ADJOURNMENT

The meeting adjourned at 3:25 p.m.

M. (K. Reed)

S. (K. Morrissey)

The next meeting will be March 2, 2017 at SJCOE, Emerson, 2707 Transworld Drive, Stockton.