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"School Readiness Begins at Birth: Talk, Read, Sing, Play – Everyday!"

- Contact First 5 Tehama for Information on Early Learning!

COMMISSION MEETING

October 3, 2017 @ 3 p.m.

@ Tehama County Department of Education in The Board Room ~ 1135 Lincoln St., Red Bluff (530) 527-5811

AGENDA

☆ **FINANCIAL COMMITTEE MEETS PRIOR TO TODAY'S COMMISSION MEETING @ 2:00pm** ☆

1. **PUBLIC HEARING:** Fiscal Year 2016/17 Draft Annual Report and Audit (*full reports can be reviewed at commission office*)
2. **PUBLIC COMMENT**
3. **CONSENT AGENDA:** *These items include routine fiscal and administrative actions to be approved by a single majority vote.*
 - 3.1. **ACTION:** Approval of Minutes from Last Meeting and General Warrant Register and Claims
4. **REGULAR AGENDA:**
 - 4.1. **INFORMATIONAL:** Director's Report
 - 4.2. **COMMITTEE REPORTS:**
 - a. **Financial Committee** - Amanda Sharp, Chair
 1. **DISCUSSION:** First 5 Tehama Travel and Reimbursement Policy
 2. **ACTION:** 1st Quarter Financial Report
 3. **DISCUSSION/ACTION:** Systems Building Account - School Readiness Rollover remaining funds
 - b. **Membership Committee** - Dottie Renstrom, Chair
 1. **INFORMATIONAL:** Begin Membership Recruitment Process - Announce Commissioner Position Expiration Anthony "Tony" Cardenas, 1/31/18)
 - 4.3. **INFORMATIONAL:** Program Report
 - a. School Readiness: Director Melanie Wilson will present highlights of the past year
 - 4.4. **INFORMATIONAL:** Action Plan Update
 - 4.5. **INFORMATIONAL:** First 5 Network Project (Denise Snider)
 - 4.6. **INFORMATIONAL:** Code of Ethics Form 700 certification – due by February meeting (email link will be sent in December to all commissioners)
 - 4.7. **INFORMATIONAL:** Annual ½ Day Strategic Planning - Thursday, November 30, 2017 (8:30am-12:30pm) @ the Tehama County Department of Education, The Board Room (1135 Lincoln St., Red Bluff)
 - 4.8. **INFORMATIONAL:** Commissioner Updates
 - 4.9. **ADJOURN**
 - o *No December meeting – next regular commission meeting scheduled for January 30, 2018 and the Financial Committee meets prior to this meeting at 2:30pm*
 - o *Program Evaluation Committee meets prior to Strategic Planning Meeting in order to review the draft Annual Evaluation/Outcomes Report*

POSTED: September 28, 2017

Communications received by the FIRST 5 TEHAMA, Tehama County Children and Families Commission, and Commissioner Information Packets are on file at the Commission Office, 322 Pine Street, Red Bluff.

If you need disability modification or accommodation in order to participate in this meeting, please contact the Commission office at (530) 528-1395 at least 48 hours prior to the start of the meeting. Government code Section 54954.2(a).

Any written materials related to an open session item on this agenda that are submitted to the Commissioners less than 72 hours prior to the Commission meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at the Commission Office, 322 Pine Street, Red Bluff, California, during normal business hours.