

Harney County Commission on Children and Families
Regular Meeting Minutes
7/08/04

Attending: Ann Vloedman, Acting Chair; Joyce Moser; Sonni Svejcar; Beth Walberg;
Debbie Ausmus; Lou Davies; Ramona Hofman; Patty Dorroh, Director;
Kathy Rementeria, Past Director
Absent: Dan Nichols, Chair and Michelle Bradach
Guests: Donna Schnitker

Meeting was called to order at 1:41 pm, with Ann Vloedman as Acting Chair. Introductions were made. Ann welcomed Patty Dorroh as the new Executive Director. Patty relayed Dan Nichols' regrets that he could not be present due to out-of-area County Commissioner duties. Ann thanked Kathy Rementeria for her service as Executive Director for the past year and a half. Joyce moved to approve the minutes and agenda. Motion carried.

Call to order

Approval of
Agenda and
Minutes

Ann reported that the Donation Committee met immediately prior to the commission meeting to evaluate two requests for donations. The committee recommended supporting both requests as follows: \$1200 to Young Life of Harney County and \$500 to the Kelley Arena Playday. The commission discussed the merits and applicability of both requests.

Donation
Requests

Joyce commented that it's sometimes difficult to find avenues to fund the rural areas and communities.

Discussion of
Donation Process

During the discussion Debbie asked for clarification on the difference between donations and RFP's (requests for proposals). Donna said that RFP's are used when funding an ongoing program for the whole year. Ann stated that the donation request policy was developed to structure our procedures for handling donation requests, which are reviewed twice a year, and are due in to the commission by June 30th and December 31st each year. Sonni stated that approved donations come from excess funds (if available) in our flexible programs line number. Debbie suggested that we ensure word gets out so that potential applicants are aware of the opportunity to request donations. Kathy stated that the donation request form is available on the commission's section of the county website and that announcement notices were sent out to the schools, newspaper, and radio. It was further suggested that announcements state clearly that requests must relate to the community priorities identified in our comprehensive plan.

Approval of
Donations

Lou moved, Ramona seconded, and all voted in favor to support the committee's recommendation to donate \$1200 to Young Life of Harney County and \$500 to the Kelley Arena Playday, pending verification that sufficient funds are available.

Debbie commented that there is little recognition of what the Harney HCCCF Banners

County Commission on Children and Families (HCCCF) actually sponsors. She recommended that banners saying something like, "Sponsored by the HCCCF" may be useful and economical for getting our mission out into the community, since banners are re-usable. It was moved, seconded and motion carried that Debbie research the options and costs for purchasing two commission banners.

Patty provided the Director's Report. Director turnover with Kathy is progressing well. Pat Pitman, Eastern Region Coordinator, notified us that the full remaining year of the biennium (through 2005) is now available from the State General Fund. Patty will complete the fiscal documentation to request these funds as soon as possible. The next order of business will be submission of quarterly reports to the state, and scheduling provider site visits to work on contracts and work plans. Patty will notify commissioners of the times and dates of scheduled site visits so they have the opportunity to attend. Kathy clarified that Pat Pitman said the issue of submitting a waiver for Harney County's one FTE (full time employee) staffing does not need to be addressed right now; it can wait until the Director has had more time to assess her duties. The topic of whether it's important for the HCCCF office to have regular hours of operation was discussed. Lou recommended that the Director retain maximum flexibility at this point.

Commissioner terms were reviewed. The initial terms for Joyce and Ann are ending. Both expressed their willingness to serve an additional term. The status of who is serving as the Burns Paiute representative needs to be clarified, as there have been some recent personnel changes at the tribe. Lou moved, Ramona seconded, and all voted in favor of recommending that the County Court reappoint Joyce and Ann to continue serving on the commission. Patty will make inquiries as to the tribe's recommendation for their commission representative and inform the commission at the next meeting.

Debbie asked if future commission meeting start times could be changed from 1:30pm to noon. This would allow commissioners to get back to work a bit sooner. Beth agreed that she'd like to see that change. No objections to a change in start time were voiced by those in attendance; however Ann suggested that we check with Dan and his schedule before making any changes.

Patty reported that we had received a booth reservation letter from the Harney County Fair Board, addressed to "40 Assets." The booth cost is \$30.00 and is a short-notice letter with an immediate deadline. Kathy and Sonni described the unmanned, indoor display at last year's county fair. Discussion consensus was that the fair booth is a nice way to present positive ideas and education for children and families. Sonni and Kathy indicated that they may be able to help with the setup of the booth, as Patty will be out of town at that time. Sonni moved to reserve a booth, motion carried. More details will be presented at the next meeting.

Director's Report

State General Funds Available

Site Visits

One FTE Waiver

Commissioner Terms

Commission Meetings Start Time

Fair Booth

Patty mentioned that the normal date for the September monthly HCCCF meeting falls during Fair Week. It was suggested that the September meeting be changed from Sept 9th to Sept 16th. This will be on next month's agenda for discussion. Sept Meeting Date

Meeting was adjourned at 2:45 pm. Next meeting is scheduled for August 12, 2004 Adjournment

Note: The August 12th meeting was subsequently cancelled and the next meeting was scheduled for Sept 16th at noon, brown bag lunch.

Respectfully submitted,

Patty Dorroh - Director