NORTHERN CALIFORNIA CHILD DEVELOPMENT, INC.

220 Sycamore St. Suite 200, Red Bluff, CA

530-529-1500 WWW.NCCDI.COM

Enrich Children's Lives; Empower families; Engage our Community

GOVERNING BOARD MEETING

August 26th, 2025

12:15 p.m. to 2:15 pm

Place: Central Office – 220 Sycamore St., Suite 200, Red Bluff, CA and via ZOOM Meeting
To join via Zoom, use the following link:
https://zoom.us/j/91235626796?pwd=VjByZnpyZFBVYjFiV09lY2pHSUxFZz09
Meeting ID: 912 3562 6796
Passcode: 714016
Dial by your location
+1 346 248 7799 US (Houston)
To participate by phone or use phone audio call: +1 346 248 7799 with the above Meeting ID and Passcode

Minutes

1. **INTRODUCTIONS/ATTENDANCE-**

Members: Dena Blaine, Elizabeth Carney, Tina Hale, Johnna Jones, Elizabith Vellutini,

Staff: Amanda Blake, Larissa Heredia, Mike Lindsey, Tori Prest, Pita Saucedo, Jennifer Torres

2. **NCCDI MISSION MOMENT** – Tori Prest
   - Governing Board Resource Binders

3. **ADDITIONS TO AGENDA-**
   - Board Resolutions for one-time Supplemental Funding
   - Governing Board Application for Melanie Wilson

4. **ACTION ITEMS ***

* Acceptance of July Governing Board Meeting Minutes-

Tina Hale, Policy Council Chairperson, requested a motion to accept the July Governing Board Meeting Minutes. *Johnna Jones moved to accept the July Governing Board Meeting Minutes. Dena Blaine seconded; the motion was approved.*

* Consent Agenda
- Eligibility, Recruitment, Selection, Enrollment, Attendance Report – Jennifer Torres

- Chief Fiscal Officer Report- Amanda Blake
- PMS Draw Down Report – Amanda Blake
- Child and Adult Care Food Program Report- Amanda Blake

Tina Hale, Policy Council Chairperson, requested a motion to accept the Consent Agenda. *Dena Blaine moved to accept the Consent Agenda. Liz Carney seconded; the motion was approved.*

* Community Development Fund Policy- Mike Lindsey discussed how the policy details how money should be spent and it's limits.

Tina Hale, Policy Council Chairperson, requested a motion to accept the Community Development Fund Policy. *Dena Blaine moved to accept the Community Development Fund Policy. Liz Carney seconded; the motion was approved.*

* Community Development Fund Request #1- Mike Lindsey explained what the funds would be used for. The library makes story time boxes that benefit kids and families. The money will be used to expand the number of boxes being made to include a variety of culture for the community.

Tina Hale, Policy Council Chairperson, requested a motion to accept the Community Development Fund Request #1. *Johnna Jones moved to accept the Community Development Fund Request #1. Dena Blaine seconded; the motion was approved.*

* Community Development Fund Request #2- Jennifer Torres explained the benefits of having Little libraries at each of our centers in Corning.

Tina Hale, Policy Council Chairperson, requested a motion to accept the Community Development Fund Request #2. *Dena Blaine moved to accept the Community Development Fund Request #2. Liz Carney seconded; the motion was approved.*

* Agreement between Center for Healthy Communities and NCCDI– Tori Prest explained the contract. This agreement ensures that Chico State on behalf of Center for Healthy Communities, meet all Head Start requirements and provide quality nutrition services to our children and families.

Tina Hale, Policy Council Chairperson, requested a motion to accept the Agreement between Center for Healthy Communities and NCCDI. *Johnna Jones moved to accept the Agreement between Center for Healthy Communities and NCCDI. Dena Blaine seconded; the motion was approved.*

* Agreement between Tehama County Children and Family Commission and NCCDI - Tori Prest explained the purpose of the contract. First 5 Tehama will provide funding for the Fiscal Year 2025-2026 and NCCDI will provide Triple P Parenting Classes offered to parents with children 0-5 and participate in community and family service coordination including working in partnership with the Early Intervention Partnership and Pregnancy to Preschool Partnership.

Tina Hale, Policy Council Chairperson, requested a motion to accept the Agreement between Tehama County Children and Family Commission and NCCDI. *Dena Blaine moved to accept the* Agreement between Tehama County Children and Family Commission and NCCDI. *Johnna Jones seconded; the motion was approved.*

* Board Resolution for One Time Supplemental Funding Application- Tori Prest explained the purpose of this program instruction outlines the process for Head Start grant recipients to request supplemental funds to promote nutrition services and healthy eating for enrolled children and families. The Program Instruction is also intended to assist programs in determining allowable uses of funds to meet program needs.

Tina Hale, Policy Council Chairperson, requested a motion to accept the Board Resolution for One Time Supplemental Funding Application. *Johnna Jones moved to accept the Board Resolution for One Time Supplemental Funding Application*. *Dena Blaine seconded; the motion was approved.*

* Board Resolution for In-kind Waiver-

Tina Hale, Policy Council Chairperson, requested a motion to accept the Board Resolution for In-kind Waiver. *Johnna Jones moved to accept the Board Resolution for In-kind Waiver. Liz carney seconded; the motion was approved.*

5. EXECUTIVE DIRECTOR'S REPORT- Tori Prest reported on the Preservice Training Day and on our welcome back water day at the lake.

6. SERVICE AREA REPORTS

- Community Engagement Report- Jennifer Torres reported that her and Tori both went to see Doug LaMalfa and were both left disappointed. The LIFT Day has changed to Friday December 5th.

- Education Manager Report- Amanda Blake
  None

- Parent Engagement-Mike Lindsey reported that the Internal Resource Fair for parents is coming up and so is the Shasta College field trip.

- Family Visitation Report-Pita Saucedo reported that there are currently four caseworkers and five new referrals. They now have twenty-five cases in total.

- Human Resource Coordinator Report- See the inclusion in the Executive Director Report.

7. CORRESPONDENCE

- Updated 2025-26 Funding Announcement

Same funding total as last year in March, just an update.

- IM - Promoting Healthy Eating and Nutrition for HS Children & Families – Tori Prest

Guidance or suggestions NCCDI can do referring to funding.

- PI - One Time Supplemental Funds for Nutrition and Health Eating for HS Children and Families - Tori Prest

Processes we have to follow with our funding.

8. COMMUNITY AWARENESS & OTHER ANNOUCEMENTS
Contact Legislation to fund Head Start.

9. OLD BUSINESS

None

10. NEW BUSINESS

Utility Telecom – request for guidance on cancellation of services.

11. OPEN SESSION *
Governing Board Application for Melani Wilson.

Tina Hale, Policy Council Chairperson, requested a motion to accept the Governing Board Application for Melani Wilson. *Liz carney moved to accept the* Governing Board Application for Melani Wilson. Dena Blaine *seconded; the motion was approved.*

12. CLOSED SESSION

Nothing to report.

13. ADJOURNMENT
2:01pm

THE NEX THE NEXT GOVERNING BOARD MEETING is scheduled for Tuesday September 23rd, 2025.