**REGULAR MEETING AGENDA**

**SIERRA COUNTY CHILDREN AND FAMILIES COMMISSION**

**MONDAY, NOVEMBER 16, 2020 \* 9:30 A.M.**

**IN-PERSON & VIRTUAL MEETING**

**LOYALTON CITY HALL AUDITORIUM**

**605 SCHOOL STREET, LOYALTON, CALIFORNIA**

**In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the commission, in advance of a meeting, may be viewed at 701 Main Street, Loyalton, California, or at the scheduled meeting. In addition, if you would like a copy of any item on the agenda please contact First 5 Sierra at (530) 993-4884.**

**As authorized by Governor Newsom’s Executive Order, N-25-20, dated March 12, 2020, the meeting will be conducted both in-person and virtually, accessible at the above address, on the internet or by telephone. Members of the public will be able to join the webcast (instructions below) and shall have the right to observe and offer public comment.  Any members of the public attending the in-person meeting will be required to wear a mask and to observe a six foot social distance from others. This altered format is in observance of the recommendation by local officials that precautions be taken to address the threat of COVID-19.**

**Join Zoom Meeting: https://us02web.zoom.us/j/8915531504?pwd=aFhsYzdLc0dSdzVSZ3p2alFJcHhqQT09**

**Meeting ID: 891 553 1504**

**Passcode: YNV8UR**

**Dial: 669-900-6833**

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1. **Call to Order**
2. **Flag Salute**
3. **Roll Call**
4. **Approval of Agenda**
5. **Public Comment**

**The public has an opportunity at this time to comment on any item not printed for discussion or action on this agenda.**

1. **Closed Session: Performance Review of Executive Director**
2. **Reports**
   1. **Director’s Report**
   2. **Business Manager** 
      * 1. **Expenditure Report – October 9, 2020 to October 31, 2020**
        2. **Bank Reconciliation Review – October 2020**
        3. **Budget v. Actual – July 1, 2020 to October 31, 2020**
   3. **Commissioner Report**
3. **Approval of Minutes**
   1. **Action Item: Approve Special Meeting Minutes of July 1, 2020**
   2. **Action Item: Approve Regular Meeting Minutes of October 19, 2020**
4. **OLD BUSINESS**
   1. **Discussion/Action: Scope of work and increase in Director time for new grants**
   2. **Discussion/Action: Review contract with Sierra Kids**
   3. **Discussion/Action: Create line item and revise budget for legal fees**
   4. **Public Hearing: Contracting and Procurement Policy**
   5. **Action: Adopt Contracting and Procurement Policy**
   6. **Discussion/Action: ED & BM Job Description Review**
5. **NEW BUSINESS**
   1. **Public Hearing: SCCFC Annual Audit June 30, 2020, Review Findings – The purpose of the Public Hearing is to hear public comment on the findings reported in the Sierra County Children and Families Commission Annual Audit as of June 30, 2020**
   2. **Public Hearing: SCCFC Annual Audit June 30, 2020 – The purpose of the Public Hearing is to hear public comment on the Sierra County Children and Families Commission Annual Audit as of June 30, 2020**
   3. **Action Item: Adopt SCCFC Annual Audit June 30, 2020**
   4. **Public Hearing: SCCFC Annual Report June 30, 2019 – The purpose of the Public Hearing is to hear public comment on the Sierra County Children and Families Commission Annual Report to the California Children and Families Commission as of June 30, 2019**
   5. **Action Item: Adopt SCCFC Annual Report to CCFC as of June 30, 2019**
   6. **First 5 Sierra Evaluation Report Fiscal Year 2019-2020**
   7. **Action Item: Add Sharon Dryden and Remove Shanna Anseth and Jim Beard as a Signers on SCCFC Account with Plumas Bank**
6. **ADVANCED PLANNING**

**The next regular meeting of the Sierra County Children and Families Commission will be held on Monday, January 18, 2021, at 9:30 A.M, Loyalton Auditorium at City Hall, 605 School Street, Loyalton, CA.**

1. **ADJOURNMENT**