



**Angela Brinkman, Executive Director**  
*Glenn County Children and Family Commission*

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Phone (530) 934-6608 | Cell (530) 526-3344  
451 S Villa, Willows, CA 95988

**Children and Family Commission**  
***Approved MINUTES***  
**September 30, 2025 - 10:30 AM**  
**Orland City Library 333 Mill Street, Orland CA 95963**

**Order of Business**

**Item 1:** Call to Order and Introductions

**TIME: 10:30am**

**Introductions:**

- Bill Wathen – First 5 Chairperson
- Jody Meza – First 5 Commissioner
- Phadie Irons – First 5 Vice-Chairperson
- Dr. Jared Garrison – First 5 Commissioner
- Monica Rossman
- Chrissy Millen – GCOE
- Angela Brinkman – Executive Director

**Item 2:** Establish Quorum

Five members present

ABSENT: Colleen Watkins

**Item 3:** Verification of Agenda Posting

The agenda was posted at 333 Mill Street, Orland, CA 95963 and on the Glenn County First 5 website.

**Item 4:** Public Comment on Non-Agenda Items (3 minutes per person)

No public Comment was heard

**Item 5:** Approval of Minutes - **Action**

Date: August 26, 2025

Motion: Phadie Irons

Second: Jared Garrison

*The motion was approved by the following vote:*

Ayes: Meza, Irons, Wathen, Garrison, Rossman

**COMMISSIONERS**

Bill Wathen, Chairperson · Phadie Irons, Vice Chairperson

Colleen Watkins · Jody Meza · Dr. Jared Garrison · Monica Rossman



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Noes: None

**Item 6: Approval to form Administrative Committee - Action**

Motion: Jared Garrison

Second: Jody Meza

*The motion was approved by the following vote:*

Ayes: Meza, Irons, Wathen, Garrison, Rossman

Noes: None

**Item 7: Strategic Planning – Action**

Form ad-hoc committee of two Commission members, Jared Garrison and Colleen Watkins, to review documents prior to being presented to entire Commission.

Motion: Jody Meza

Second: Phadie Irons

*The motion was approved by the following vote:*

Ayes: Meza, Irons, Wathen, Garrison, Rossman

Noes: None

**Item 8: Administrative Committee - Phadie Irons, Chairperson**

**A. Approval of Final Expenditures for Fiscal Year 2024/2025 – Action**

Motion: Phadie Irons

Second: Jody Meza

*The motion was approved by the following vote:*

Ayes: Meza, Irons, Wathen, Garrison, Rossman

Noes: None

**B. Approval of claims/expenses July, August, & September 2025 – Action**

Motion: Jody Meza

Second: Phadie Irons

*The motion was approved by the following vote:*

Ayes: Meza, Irons, Wathen, Garrison, Rossman

**COMMISSIONERS**

Bill Wathen, Chairperson · Phadie Irons, Vice Chairperson

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Noes: None

**C. Revenue Updates – Information**

- Completed First 5 requirements to be in good standing
- Received 18 months of revenue, \$285,918.20

**D. Updated Bylaws – Information**

The Administrative Committee is working on finalizing updates to the Bylaws and will present the Draft to the Commission in October.

**E. Membership Renewal – Action**

The Commission approved another 3-year term membership for Phadie Irons

Motion: Jody Meza

Second: Jared Garrison

*The motion was approved by the following vote:*

Ayes: Meza, Irons, Wathen, Garrison, Rossman

Noes: None

**Item 9: Small County Funding Updates FY 25/26 – Information**

- FY 2023-2024: Invoiced \$159,157.59
- Applied for 1-year Funding FY 2025-2026: \$214,182.00 APPROVED
  - 75% of salary & benefits
  - Support Literacy efforts: Imagination Library & Bookworm project
  - Train up to 5 Positive Parenting Program (Triple P) Facilitators to build capacity and include Triple P for Baby
  - Triple P Facilitation - Contract for up to 3 classes
  - Triple P Parenting Books
  - Strategic Planning
  - External Audit

**Item 10: Executive Directors Report – Information**

**What are we working on?**

- Strategic Planning – Signed contract with vendor, ASR
- Working on external audit as well as annual report due October 31<sup>st</sup>

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- Dolly's Imagination Library
  - 501(C)3 Non-Profit Partner: Tri Counties Community Action Partnership (TCCAP)
  - Set up book order system (BOS) for administration
  - BOS training
  - Identify launch date & schedule Kick off
  - Currently have 59 families, 91 children waiting for Glenn to be a Imagination Library partner
  - Continue to identify Community Partners and Funding
- Triple P- Positive Parenting Program
  - Building Capacity – Child & Family Services, HHSA, Tribal TANF, Community Schools, Special Services

**Item 11: Commissioner Updates as related to 0-5 – Information**

**Commissioner Meza:**

- Story walk to begin installation at Orland library soon
- Partners can sponsor a post for only \$300

**Item 12: Closed Session**

**Time closed:** 11:38a.m.

**Time opened:** 11:50a.m.

- A. Employment
- B. Space Utilization

**Item 13: Closed Session Report Out**

- Continue to follow up on office space and organizing storage
- Employment will be discussed at a later date

**Item 14: Next Meeting: Thursday, October 30<sup>th</sup> @ 10:30a.m. Orland City Library**

**Item 15: Meeting Adjourned 11:51am**

Minutes completed by: Angela Brinkman, Executive Director

**COMMISSIONERS**

Bill Wathen, Chairperson · Phadie Irons, Vice Chairperson

Colleen Watkins · Jody Meza · Dr. Jared Garrison · Monica Rossman