

Children's Trust Fund Committee Meeting Minutes

Appointed by the Sacramento County
Board of Supervisors

Wednesday, April 23, 2025, 3:30 – 5:30pm

Bradley Miller	P	Robin Blanks-Guster	P	
Linda Ram	A	Sherry Griffith	P	

*Attendance: (P=Present; A=Absent; T=Teleconference; *T=Teleconference as community member; *=Not counted for quorum due to temporary leave of absence or termed out).*

Sacramento County DCFAS: Kari Emery-Cotner (P)

Contractors from CAPC: Jasmine Brosnan (P), Ashley Simon (P), Maggie Sexton (P)

Contractors from Child Action: Carmela Garcia (P), Sara Jahed (P), Kelli Newman (P)

Contractors from PRO Youth and Families: Sydney Saiya (P), Phyllis Deats (P),
Kassandra Ramirez (P), Alyssa Caamal (P)

Contractors from Saint John's Program for Real Change: Quinta Davenport (P)

Location: Held at the Department of Child, Family and Adult Services (DCFAS), 9750 Business Park Dr., Ste. 220, Sacramento, CA. Also streamed live via Zoom teleconference.

1. Call to Order and Introductions

- Meeting was called to order at 3:36pm.

2. Member Teleconference Approvals

- None

3. Review Agenda & Approve Prior Meeting Minutes

- Reviewed the January 22, 2025, Children's Trust Fund Committee Meeting Minutes.
- A motion to approve the January 22, 2025, Children's Trust Fund Committee Meeting Minutes was made by Robin Blanks-Guster and was seconded by Bradley Miller. **The motion was approved**, with one abstention.

4. Contractor Invoices & Quarterly Reports -

- Quarter 3 Reports Submitted:
 - CAPC update/report:
 - Information & Referral: Met 193% of year-to-date outcome for the number of referrals received
 - MCART: Provided the "Excellent – Good – Fair – Poor" information by in-person and virtual participants for comparison purposes.
 - CDRT: New Chief Program Officer, Camille Bailey, joined as a new member of the CDRT and orientation was provided.

Children's Trust Fund Committee Meeting Minutes

- CPS Oversight Committee Annual Report: Regular meeting attendance. CPS Oversight Committee Annual Report 2024 timeline was updated, and chapter leads were confirmed.
- Community Advisory Board Report: Regular meeting attendance. Continued discussions to determine the details of the type and frequency of reports.
- Domestic Violence Report: Regular meeting attendance. Worked one-on-one with the project leads to recap and revise the DV project to date.
- Child Action:
 - Provided an overview of their Quarterly Report.
 - Included a summary narrative at the end of each Objective to give further meaning to the data.
 - Need funds to support clients after licensure and to assist with longevity.
 - Currently they have 15 recruits in process and have had check-ins. Enrollment process can take up to a year to complete.
 - Shared success stories, including a child care provider using translation apps to serve several families that speak different languages.
 - Plans for Quarter four plans include providing trainings and support groups.
- PRO Youth and Families:
 - Provided an overview of their Quarterly Report.
 - Provided disaggregated data, by site, a calendar showing the sites and their activities, and more current data.
 - Have addressed the need for curriculum completion by pre-recording lessons for virtual/online access.
 - Sustaining work through a youth informed link-tree.
 - Pivoted to engage James Rutter Middle School, instead of Valley Hi High School
- Saint John's Program for Real Change:
 - Provided an overview of their Quarterly Report.
 - Shifted to provide onsite mental health services.
 - Worked with Kari Emery-Cotner to meet with DCFAS to discuss and expanded view of partnership to serve families in reunification.
 - Piloting Family Centered Treatment for families who can benefit from healthier bonds.
 - Exploring normalcy opportunities and experiences for families
 - Staff received Youth Mental Health First Aid certification.
- A motion to approve the quarter three contractor Quarterly Reports was made by Robin Blanks-Guster, and seconded by Sherry Griffith. **Motion was approved.**

Children's Trust Fund Committee Meeting Minutes

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Board of Supervisors

5. Contract Monitor Updates

- Received notification on Monday, 4/21/25, the need for an addition to the scope of work, budget change, and term extension on Child Action's contract 7801000-24/25-502.
 - Although this was not on the agenda, due to Sacramento County fiscal year end deadlines, the committee had to vote on recommending an amendment to Child Action's contract.
 - A motion to extend the current Child Action contract 7801000-2425-502 for an additional six months through December 31, 2025; to amend the scope of work to include reimbursement of licensing orientation and licensing application fees and kits of Home and Safety materials to participants receiving licensure; and to amend the budget by moving funds from Personnel to Operating Expenses, effective May 15, 2025, was made by Robin Blanks-Guster, and seconded by Sherry Griffith.
Motion was approved.
- Submitted invoices were reviewed
 - A motion was made to approve the Contracts Monitor to work with the contractors to review quarter three invoices, and to submit them later for approval to the Committee Chair, by Robin Blanks-Guster, and seconded by Sherry Griffith. Motion was approved.
- Saint John's Program for Real Change contract extension
 - At the March 10th meeting, the Children's Coalition approved an extension of Saint John's Program For Real Change contract (7801000-24/25/501) through September 30, 2025 to allow time to complete Objective 3. Activity 1, with no additional funding. DCFAS is currently working on that extension amendment.
 - Objective 3: Provide homeless youth with behavioral health family therapy services and parenting classes.
 - Activity: Provide services that address pediatric trauma and promote positive mental health strategies.
- Reviewed current Trust Fund balance and future projections
 - Recommended further discussion on the return of the Children's Report Card project.
- Discussion of Fiscal Year 2025-2026 Priorities for RFP's and Beyond was deferred to the July 23, 2025 Children's Trust Fund Meeting.

6. Staff Updates

- Discussed a July 23, 2025, CTF Meeting to review quarter four reports for those contractors who have received contract extensions.
 - Recommended that the contractors who will complete the contract in quarter four should present an annual report to the Sacramento County Children's Coalition.
- Discussion regarding the Children's Trust Fund Meeting purpose and goals was deferred to the July 23, 2025 Children's Trust Fund Meeting.

Children's Trust Fund Committee Meeting Minutes

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Board of Supervisors

7. Announcements/Comments

- None

8. Recap and Affirm Next Steps

9. Public Comment

- None

10. Adjourn

- Meeting was adjourned at 5:49pm.
- Next Meeting will be Wednesday, July 23, 2025.
- Visit the link below to access agendas, minutes, and learn more about the Children's Coalition
https://dcfas.saccounty.gov/Admin/childrenscoalition/Pages/ChildrensCoalition_Home.aspx
- Board of Supervisors meetings can be viewed at the link below
<https://agendanet.saccounty.gov/BoardOfSupervisors>
 - Select "meeting agenda" for specific meeting date to be linked to video and meeting materials