

May 22, 2003

**STAFF REPORT**

**MEMO TO: SUTTER COUNTY CHILDREN & FAMILIES COMMISSION**  
**FROM: DEB COULTER, EXECUTIVE DIRECTOR**  
**SUBJECT: LOCATION AND SUPERVISION OF THE CHILD-DEVELOPMENT SPECIALIST**

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**BACKGROUND:** At the March 28, 2003 Commission meeting, the Child Development Specialist position was approved with an amended motion stating the Commission approve the administrative site and lead agency for the program.

**CURRENT PROPOSAL:** The Sutter County Health Department and the Sutter County Superintendent of Schools have submitted letters of intent to the Commission for the administrative site/lead agency of the Child Development Specialist program. (See attached)

Following review of the submitted letters of intent, the Commission task group recommends to the Commission that the administrative site for the program be granted to the Sutter County Health Department.

**IMPACT ON COMMISSION RESOURCES:** FY 2003-2003 \$120,000; FY 2004-2005 \$100,000

**POLICY ACTION REQUESTED**

It is the recommendation of the Executive Director that the Commission approve Sutter County Health Department as the administrative site and lead agency of the Child Development Specialist position.

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