

**FIRST 5 SAN BENITO
CHILDREN AND FAMILIES COMMISSION**

REGULAR MEETING

Meeting Minutes

January 4, 2012

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 9:00 AM

2. ROLL CALL

Commissioners Present: Dr. David Redman, Kendra Bobsin, Kim Dryden, Kathy Flóres, Dr. Marni Friedman**, Dr. Alvaro Garza* and Cindy Lerma

Commissioners Excused: Margie Barrios and Randy Brown

County Personnel Present: Lisa Faulkner, First 5 Executive Director, Martha G. Ruíz, First 5 Staff Services Analyst and Irma València, County Counsel

Guests: Lori Limon, First 5 Early Learning Coordinator

* Dr. Garza was not present at the meeting from 9:00 a.m. to 9:05 a.m.

** Dr. Friedman was not present at the meeting from 9:00 a.m. to 9:10 a.m.

3. ACKNOWLEDGE POSTING OF AGENDA

Confirmation was made of agenda posting in Suites 8 & 10 of the Early Learning Center site on Line Street.

4. PUBLIC COMMENT

None.

5. APPROVAL OF MINUTES/MONTHLY BUDGET REPORT

- a. Kendra Bobsin moved to approve the minutes for December 2011. Kim Dryden seconded. The motion carried with the following roll call vote: Ayes – Bobsin, Dryden, Barrios, Flóres, Lerma and Redman. Opposed – None. Abstained – None. Kendra Bobsin moved to approve the First 5 budget report for November 2011. Margie Barrios seconded. The motion carried with the following roll call vote: Ayes – Bobsin, Barrios, Dryden, Flóres, Lerma and Redman. Opposed – None. Abstained – None.

6. ANNOUNCEMENTS/AGENDA MODIFICATIONS

- ❖ Lisa Faulkner reported that due to the holiday schedule the MOU with the Hollister School District listed as Action Item 9-A has not been finalized so after discussion with County Counsel it is recommended the Commission approve an agenda modification. Irma Valencia from County Counsel stated it is their finding that at the time the regular meeting schedule was posted, it was anticipated the MOU would be ready for consideration and approval at today's meeting. However, the Executive Director received notification on January 3, 2012 that the MOU was not complete. Since the approaching January 11, 2012 grant application submittal deadline requires the MOU is entered prior to the Commission's next regularly scheduled meeting, the Executive Director is requesting that the Commission adopt their findings and approve the recommended revisions to the description on the posted agenda as an urgency item under section 54954.2(b)(2) of the Brown Act and that the Commission give the Executive Director the authority to negotiate and enter into a MOU with the Hollister School District for and on behalf of First 5 San Benito for activities performed under the 21st Century Grant Initiative. Kathy Flóres moved to adopt County Counsel's findings. Cindy Lerma seconded. The motion carried with the following roll call vote: Ayes – Flóres, Lerma, Bobsin, Barrios, Dryden, Garza and Redman. Opposed – None. Abstained – None.
- ❖ Irma Valencia further stated it is the finding of the County Counsel that the Action Item be revised to "Consider Authorizing the Executive Director to negotiate and enter into a MOU with the Hollister School District for and on behalf of First 5 San Benito and to participate as a partner in a grant application to the 21st Century Community Learning Center sponsored through the US Department of Education". Kim Dryden moved to adopt County Counsel's findings. Cindy Lerma seconded. The motion carried with the following roll call vote: Ayes – Dryden, Lerma, Barrios, Bobsin, Flóres, Garza and Redman. Opposed – None. Abstained – None.
- ❖ Kim Dryden announced the interim evaluation for the First 5 San Benito Executive Director has been completed.

7. COMMUNICATION

- a. Lisa Faulkner reported a letter of congratulations was received from the Packard Foundation on the submission of the Commission's Organizational Effectiveness Report.
- b. Below is a brief summary of Lisa Faulkner's Executive Director Report:
 - The First 5 Regional Bay Area is working on a signature program to provide funding similar to the School Readiness Initiative. Funding decisions are expected to be announced in the spring. The First 5 Regional Bay Area has also nominated Lisa to the First 5 California Executive Committee for representation at the state level.
 - Lisa reviewed the priorities for the 21st Century Community Learning Center. One of the priorities for First 5 is the summer Jump Start program. This program would include an Early Learning Coordinator and Health Instructors. The Early Learning Coordinator will assess students for the summer school program component and the Hollister Youth Alliance will administer the after school program component. A Family Literacy component will be incorporated in the After-School program and on one Saturday every month. The 21st Century Community Learning Center program is a 5 year grant and the funding budget is approximately \$300,000 per year. The budget and scope of work are flexible and can be modified within the grant period. In addition to First 5, the collaborators on this project have been Erika Sanchez from the Hollister School District, Diane Ortiz from the Hollister Youth Alliance and Rachel Perez from Gavilan College.

8. INFORMATION & DISCUSSION

- a. Lori Limon showed an example of a MyPlate portion control plate which follows the new nutritional guidelines established by the USDA and she passed out a schedule for the Family Wellness Playgroups for the Commission to review. Lori stated WIC and the Book-A-Day organizations will be participating in the playgroups. Seven of the 8 targeted playgroup sites have been established. Lori is working with representatives from the Oaxacan Community to establish a site for their playgroup. The Commission thanked Lori for her report.

9. ACTION

- a. Next on the agenda was the Urgency Action Item. After reviewing the recommendation from County Counsel, Kathy Flóres made a motion to authorize the Executive Director to negotiate and enter into a Memorandum of Understanding with the Hollister School District for and on behalf of First 5 San Benito to participate as a partner in a grant application to the 21st Century Community Learning Center sponsored through the US Department of Education. Kim Dryden seconded the motion. The vote was all in favor.
- b. Lisa Faulkner reported a revision was needed on the FY11-12 First 5 Operating Budget in order to support Family Wellness Services. The Commission reviewed how various line items would be affected and the overall budget would be increased by \$55,866. Cindy Lerma moved to approve a total operating budget of \$697,830 for FY11-12. Kim Dryden seconded the motion. The vote was all in favor.

10. OTHER – Future Agenda Items

- o Presentation
 - Evaluation Report from Applied Survey Research
- o Discussion
 - Update on 21st Century Community Learning Center Grant
- o The next regular Commission meeting is scheduled to be held on Wednesday, February 1, 2012 at 9:00AM in Suite 9 of the Early Learning Center located at 1011 Line Street – Hollister.

11. CLOSED SESSION

None

12. ADJOURN

No further business coming before the Commission, Dr. Friedman made a motion for adjournment. Kim Dryden seconded the motion. All in favor, meeting adjourned at 9:35 AM.