

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

REGULAR MEETING

Meeting Minutes
November 1, 2006

1. CALL TO ORDER

Chair Kendra Bobsin called the meeting to order at 10:08 AM.

2. ROLL CALL

Commissioners Present: Kendra Bobsin, Ricki Mazzullo, Kim Dryden, Dr. Elizabeth Falade, Kathy Flóres, and Dr. Marni Friedman

Commissioners Excused: Randy Brown, Pat Loe and Lou Medeiros

County Personnel Present: Casey Castillo, First 5 Executive Director, Martha G. Ruíz, First 5 Staff Services Analyst, Kellie Guerra, First 5 Sustainability Coordinator, Irma València, County Counsel

Guest: Bette Grace, Grace and Associates

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. APPROVAL OF MINUTES/MONTHLY BUDGET REPORT

Ricki Mazzullo moved to approve the minutes for October 2006 as well as the First 5 and School Readiness budget reports for September 2006. Dr. Falade seconded. The vote was all in favor.

5. ANNOUNCEMENTS/AGENDA MODIFICATIONS

None

6. PUBLIC HEARING

- a. Confirmation was made of a public hearing to review results of the 2005-2006 First 5 San Benito Annual Audit Report being posted according to requirements. Kendra Bobsin opened the public hearing at 10:09 AM. Copies of the First 5 San Benito and School Readiness Annual Audit Reports were made available for public input. Bette Grace from Grace and Associates explained major points of the audit to the Commission. There being no further written or oral protests or endorsements, Kathy Flóres made a motion seconded by Kim Dryden to close the public hearing portion of the meeting. The vote was all in favor. Public Hearing was adjourned at 10:20 AM.

7. COMMUNICATION

- a. There was no audience communication.
- b. There was no written communication.

7. COMMUNICATION (Continued)

- c. The Commission reviewed the Executive Director Report: (see detailed handout)
 - The Hollister School District will be installing a portable building next to Suite 10.
 - The secretary for the Migrant program in the center office between Suites 7 and 8 will be moving back to the district office.
- d. The Commission reviewed the Sustainability Coordinator Report: (see detailed handout)
 - A pre-planning meeting has been scheduled with the Hollister School District and other agencies to work on drafting a proposal to the California Endowment.
- e. The Commission reviewed the School Readiness Coordinator Report: (see detailed handout)
 - Joyce Swett is working on obtaining more grants for "Raising a Reader".

8. DISCUSSION

- a. The First 5 California Audit Report has been released. The Commission reviewed a summary of the report. The main focus of the report was problems with contract and procuring policies.
- b. Casey Castillo reported one application for Emerging Opportunities Funds was received from the Emmaus House and two other agencies have expressed interest in submitting applications. Kim Dryden agreed to be on a Subcommittee with Casey and Kellie Guerra to review applications for Emerging Opportunities funding.
- c. Casey Castillo summarized a site visit she completed with the San Benito Health Foundation. The Commission had concerns that referrals from outside dental providers were not part of the Health Foundation's scope of work. Casey stated she has been in contact with Debi Diaz from the Children's Oral Health Project regarding costs for sedation and a part-time treatment coordinator. Casey will do a follow-up report back to the Commission at next month's meeting.

9. ACTION

- a. Kathy Flóres moved to approve the FY05-06 First 5 San Benito Audit Report. Kim Dryden seconded. The vote was all in favor.
- b. The Commission reviewed an outline plan on scope of services and work hours for evaluation from the Action Council of Monterey County. Casey Castillo noted the amount of the contract was increased by \$1,500 (20 hours) per year to allow time to draft the Annual Report. After some discussion, Kim Dryden moved to approve a contract for evaluation services with the Action Council to cover the period from July 1, 2006 through September 30, 2008 in an amount to be determined not to exceed \$100,000 and directed Casey to finalize the amount for services. Dr. Falade seconded the motion and it was approved with the following roll call vote: Ayes – Dryden, Falade, Bobsin, Flóres, and Friedman. Opposed – None. Abstained – Mazzullo.

10. OTHER – Future Agenda Items

- Discussion
 - Emerging Opportunities Subcommittee Report
- Action
 - Sedation Services from Children's Oral Health Project
- The next Commission meeting is scheduled to be held on Wednesday, December 6, 2006 at 10:00 AM in Suite 9 of the Early Learning Center located at 1011 Line Street – Hollister.

11. CLOSED SESSION

None.

12. ADJOURN

Dr. Falade made a motion for adjournment. Kim Dryden seconded the motion. The vote was all in favor. The meeting was adjourned at 11:47 AM.