

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

REGULAR MEETING

**Meeting Minutes**  
December 5, 2007

**1. CALL TO ORDER**

Vice-Chair Randy Brown called the meeting to order at 10:03 AM.

**2. ROLL CALL**

Commissioners Present: Randy Brown, Dr. Elizabeth Falade, Kathy Flóres, Pat Loe, Lou Medeiros and Dr. Marni Friedman

Commissioners Excused: Kendra Bobsin, Kim Dryden and Diane Evans

County Personnel Present: Casey Castillo, First 5 Executive Director, Martha G. Ruíz, First 5 Staff Services Analyst, Joyce Swett, First 5 School Readiness Coordinator and Irma València, County Counsel

Guest(s): Ricki Mazzullo

**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**

Pat Loe moved to approve the minutes for November 2007. Dr. Elizabeth Falade seconded. The vote was all in favor. Lou Medeiros moved to approve the First 5 and School Readiness budget reports for October 2007. Kathy Flóres seconded. The vote was all in favor.

**5. ANNOUNCEMENTS/AGENDA MODIFICATIONS**

Action Item 8-a (i) was deleted from the agenda and moved to Discussion as Item 7-c.

**6. COMMUNICATION**

- a. There was no audience communication.
- b. A letter was drafted and sent to Senator Sheila Kuehl, D-23<sup>rd</sup> District who is Chair of the Senate Health Committee in regards to the First 5 San Benito Commission opposing Senate Bill X1 5 (Cox). The bill aims to redirect Proposition 10 monies from First 5 to the California Healthy Family Program.
- c. Casey Castillo gave the Executive Director's Report. Below is a brief summary of her remarks:
  - Page 1 of September's Prop. 10 Briefings has a synopsis of Senator Cox's X1 5 bill.
  - The State First 5 Commission approved continuing funding augmentation to small counties. They are working on how the money will be distributed.
  - FY06-07 Audit and Annual Reports were submitted to the State, however, some of the wording on the Audit Report needed to be amended so Bette Grace will update the report. Final copies will be given to the Commission at a later meeting.

## **6. COMMUNICATION (Continued)**

- Casey stated the newly appointed Commissioner, Diane Evans, notified her she had changed jobs. As a result of this change she may not be eligible to serve on the Commission. Casey will follow-up and report back at a later meeting. Casey asked the Commission to notify her if they know of anyone who is eligible for membership.
- Casey has been in communication with the Community Foundation and the local United Way about funding First 5 San Benito. The Community Foundation plans to make more funds available in January. The Packard Foundation will begin funding San Benito County soon and a representative will be assigned to our county in January.
- d. The Commission reviewed Joyce Swett's School Readiness Report (see detailed handout).
  - Joyce has been asked to participate in several workshops. She did a presentation for Go Kids and will be doing more for various agencies.

## **7. INFORMATION & DISCUSSION**

- a. The Commission reviewed a draft of the 2008-2011 Strategic Plan. Casey Castillo recommended the Commission wait a few months to approve a final plan.
- b. 24 project intent forms have been received requesting a total of over \$1.5 million in funds not including 3 projects which did not specify a dollar amount. Ricki Mazzullo reported some of the projects overlap. Collaborative partnership meetings are planned for the near future.
- c. Casey Castillo reported the Emmaus House submitted a request for Emerging Opportunity Funds in the amount of \$20,000. According to the proposal, funds would be used for childcare services and internal administration. Casey noted the Emmaus House wrote a project intent form for a similar proposal they intend to submit for funding for the Commission's next fiscal year (July). After some discussion the Commission agreed that Emerging Opportunity Funds are designated for one-time projects and since the Emmaus House intends to operate a childcare program over a long-term they are ineligible for Emerging Opportunity Funding. The Commission directed Casey to draft a letter to the Emmaus House notifying them their request might be more appropriately suited for 2008 Direct Service funding.

## **8. ACTION**

None (moved to Discussion Item 7-c).

## **9. OTHER – Future Agenda Items**

- Information & Discussion
  - Review Strategic Plan Draft
  - Update on Collaborative Partners Capacity Building Project
- The next Commission meeting is scheduled to be held on Wednesday, January 9, 2008 at 10:00 AM in Suite 9 of the Early Learning Center located at 1011 Line Street – Hollister.

## **10. CLOSED SESSION**

None

## **11. ADJOURN**

Kathy Flóres made a motion for adjournment. Dr. Elizabeth Falade seconded the motion. The vote was all in favor. The meeting was adjourned at 11:30AM.