

FIRST 5 SAN BENITO CHILDREN AND FAMILIES COMMISSION

REGULAR MEETING

Meeting Minutes March 1, 2006

1. CALL TO ORDER

Chair Kim Dryden called the meeting to order at 10:00 AM.

2. ROLL CALL

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

Commissioners Excused: Lou Medeiros, Donna Caffiero

County Personnel Present: Casey Castillo, First 5 Executive Director, Martha Ruiz, First 5 Staff Services Analyst, Joyce Swett, First 5 School Readiness Coordinator, Kellie Guerra, First 5 Sustainability Coordinator, Irma València, County Counsel

*Dr. Marni Friedman was absent from the meeting from 10:05 a.m. to 10:09 a.m.

**Pat Loe was absent from the meeting from 10:05 a.m. to 10:21 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. APPROVAL OF MINUTES/MONTHLY BUDGET REPORT

Casey Castillo explained changes made to the Commission and School Readiness budgets reports which define costs according to categories. Kathy Flóres moved to approve the minutes for February 2006 and the Commission and School Readiness budgets for January 2006. Ricki Mazzullo seconded the motion and it was approved with the following roll call vote: Ayes – Flóres, Mazzullo, Bobsin, Dryden, Falade, and Friedman. Opposed – None. Abstained – None. Ms. Mazzullo suggested the year-to-date column in the budget report be moved next to the balance column so the totals could flow left to right.

5. ANNOUNCEMENTS/AGENDA MODIFICATIONS

Kim Dryden passed out flyers for training on the effects of family violence which is being held at the Veteran's Memorial Hall on Tuesday, April 25, 2006. Kim told those in attendance to feel free to make copies and post at their workplace.

6. COMMUNICATION

- a. There was no audience communication.
- b. There was no written communication.
- c. The Commission reviewed Casey Castillo's Executive Director Report: (see detailed handout)
 - The Commission suggested types of items Casey could submit which represent San Benito County for the First 5 Association's "Silent Auction".
- d. The Commission reviewed Kellie Guerra's Sustainability Coordinator Report (see detailed handout)
 - Kathy Flóres asked if persons other than First 5 Grantees could attend Kellie's planned "Introduction to Grant Writing" workshops. Kellie didn't foresee a problem with others attending but she would appreciate knowing how many Kathy wants to refer so she can be sufficiently prepared.
- e. The Commission reviewed Joyce Swett's School Readiness Report (see detailed handout)
 - Joyce stated she received two responses to letters she sent to county school districts regarding funding a summer preschool session.

7. INFORMATION AND DISCUSSION

- a. Casey Castillo reported she has been notified by the Children's Oral Health Program (COHP) staff that they would not be applying for funds next year. It was never the intent of the COHP to stay long-term in San Benito and current changes within their organization prevent them from managing the program next year. The director of the COHP (Debi Diaz) will provide the Commission with a Protocol Manual and a recommendation for next steps with her final report.
- b. Casey Castillo asked the Commission to review a summary she drafted regarding First 5's Governance structure. The Commission asked Casey to look into the possibility of hiring an outside consultant to review governance structure options and to report her findings at next month's meeting.

8. ACTION

- a. Casey Castillo reported Donna Caffiero's term expires next month and she will not be reapplying because she has moved out of the area. Casey stated Donna's vacancy will be published in the local newspaper and posted on the Commission's website. It was noted the terms for Chair and Vice-Chair end on March 31st. After some discussion, Kathy Flores made a motion, seconded by Ricki Mazzullo to appoint Kendra Bobsin as Commission Chair effective April 1st. The motion carried with the following roll call vote: Ayes – Flores, Mazzullo, Dryden, Falade, Friedman and Loe. Opposed – None. Abstained – Bobsin. Kathy Flores then made a motion, seconded by Kendra Bobsin to appoint Ricki Mazzullo as Vice-Chair effective April 1st. The motion carried with the following roll call vote: Ayes – Flores, Bobsin, Dryden, Falade, Friedman, and Loe. Opposed – None. Abstained – Mazzullo.
- b. Kendra Bobsin stated the current contract with CARES (Comprehensive Approaches to Raising Educational Standards) ends June 30, 2006 however, the project is designed to award stipends to eligible childcare providers after classes have been completed. Because classes are expected to be completed early in June, there is not enough time to distribute funds within the current grant cycle. Kendra asked the Commission to amend the CARES contract by extending the contract term date. Kathy Flores motioned to approve extending the CARES contract term date to December 31, 2006. Casey noted if the current contract was extended through 12/31/06 the Commission would have 2 open contracts with CARES after July (a new contract for fiscal year 06-07 and the extended contract up through 12/31/06). Ricki Mazzullo asked if county contracts are limited to 1-year only. Irma Valencia from County Counsel stated contracts can be for more than 1-year in length. The motion was not seconded, motion died. Kendra said the contract should be earmarked out to 12/31/08 since the state contract is dependent on the local match. Kathy asked how the CARES Project differs from other funded agencies. Ricki noted the initial CARES application to the state was for 3 years. The Commission agreed the contract with Go Kids for CARES should mirror the state timeline. Kathy Flores motioned to extend the CARES contract with Go Kids up through 12/31/08. Ricki Mazzullo seconded the motion and it was approved with the following roll call vote: Ayes – Flores, Mazzullo, Dryden, Falade, Friedman and Loe. Opposed – None. Abstained – Bobsin
- c. Joyce Swett summarized the School Readiness Reapplication budget to the Commission. Dr. Falade moved to approve the School Readiness Reapplication. Pat Loe seconded the motion and it was approved with the following roll call vote: Ayes – Falade, Loe, Bobsin, Dryden, Flores, Friedman and Mazzullo. Opposed – None. Abstained – None.

9. STRATEGIC PLANNING CONTINUED REVIEW

- a. Casey Castillo recapped last month's SP Review and led the Commission through an exercise that would further the review and result in decision making for future commission endeavors (see attachments). Committees were formed and meeting dates were established. Committees will report back at next month's Commission meeting.

10. OTHER - FUTURE AGENDA ITEMS

- Public Hearing
 - Review First 5 California Annual Report
- Discussion
 - Selection of new Commission Members Update
 - Strategic Planning Committee Reports
 - Money-In Committee
 - Money-Out Committee
- The next Commission meeting is scheduled to be held on Wednesday, April 12, 2006 beginning at 10:00 AM in Suite 9 of the Early Learning Center located at 1011 Line Street – Hollister.

11. ADJOURN

Ricki Mazzullo made a motion for adjournment. Dr. Friedman seconded the motion and it was approved with the following roll call vote: Ayes – Mazzullo, Friedman, Bobsin, Dryden, Falade, Flóres and Loe. Opposed – None. Abstained – None. The meeting was adjourned at 11:52 AM.