

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

REGULAR MEETING

Meeting Minutes
March 5, 2008

1. CALL TO ORDER

Chair Kendra Bobsin called the meeting to order at 10:00 AM.

2. ROLL CALL

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

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

* Dr. Marni Friedman was absent from the meeting from 10:00 a.m. to 10:06 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

Dr. Falade moved to approve the minutes for February 2008. Randy Brown seconded. Ayes – Falade, Brown, Bobsin, Dryden, Flóres and Loe. Opposed – None. Abstained – None. A question was asked about the January 2008 First 5 budget report which was clarified by Martha Ruíz. Kathy Flóres moved to approve the First 5 and School Readiness budget reports for January 2008. Dr. Falade seconded. Ayes – Flóres, Falade, Bobsin, Brown, Dryden, and Loe. Opposed – None. Abstained – None.

5. ANNOUNCEMENTS/AGENDA MODIFICATIONS

None

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 State Commission has agreed to continue funding augmentation to small counties. While the new formula eliminates travel, administrative augmentation for San Benito County will increase overall from \$77K to \$89K.

6. COMMUNICATION (Continued)

- d. The Commission reviewed Joyce Swett's School Readiness Coordinator Report: (see detailed handout)
- The "Preschool for All" report has been completed. Copies may be downloaded from the Commission website.
 - Joyce is working on an application for a "Garden Grant" of \$1,000 on behalf of the Huskies Preschool.
 - Kindergarten enrollment for next year is showing a significant decrease. This is possibly due to Hollister School District moving their Kindergarten registration date up by 3 weeks. Joyce has drafted a letter as a follow-up to notify parents/guardians that registration can still be done at their local schools. The Commission recommended posting notices throughout the county such as in grocery stores and through local churches so more children are enrolled before school starts.

7. INFORMATION & DISCUSSION

- a. Kendra Bobsin reported Dr. Friedman's term will be expiring this month. Casey Castillo has been actively contacting outside agencies and key individuals to fill First 5 Commission vacancies, however, no applications have as yet been received.

8. ACTION

- a. The Commission reviewed a draft of an appeal policy for First 5 San Benito. Kathy Flóres made a motion to approve the First 5 San Benito Appeal Policy. Dr. Falade seconded the motion. Before the motion was approved, Kim Dryden requested the timeframe for appeals on the FY08-11 RFP application. It was noted the protest timeframe on the Appeal Policy is shorter than the timeframe on the RFP application. After some discussion, the Commission agreed the timeframe for filing a protest should be 10 days from the date in which the intent to award funding decision is made. Kathy Flóres amended her motion to approve the First 5 San Benito Appeal Policy with modification to the timeframe. Dr. Falade seconded the amended motion. The vote was all in favor.

9. OTHER – Future Agenda Items

- Public Hearing
 - First 5 California Annual Report for FY06-07
- Action
 - Appointment to First 5 Commission
 - Election of New Officers
 - Approval of School Readiness Contract with Hollister School District
- The next Commission meeting is scheduled to be held on Wednesday, April 2, 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

Pat Loe made a motion for adjournment. Randy Brown seconded the motion. The vote was all in favor. The meeting was adjourned at 10:30AM.