

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

## **REGULAR MEETING**

### **Meeting Minutes** May 2, 2007

#### **1. CALL TO ORDER**

Chair Kendra Bobsin called the meeting to order at 10:05 AM.

#### **2. ROLL CALL**

Commissioners Present: Kendra Bobsin, Ricki Mazzullo, Randy Brown, Kathy Flóres, Dr. Marni Friedman\*, Pat Loe\*\* and Lou Medeiros\*\*\*

Commissioners Excused: Dr. Elizabeth Falade

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

Guests: Paul Levy and María Zamora, San Benito Health Foundation

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

\*\* Pat Loe was absent from the meeting from 10:05 a.m. to 10:12 a.m.

\*\*\* Lou Medeiros was absent from the meeting from 10:05 a.m. to 10:15 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. Friedman moved to approve the minutes for April 2007 as well as the First 5 and School Readiness budget reports for March 2007. Kathy Flóres seconded. Ayes – Friedman, Flóres, Bobsin, Brown, Loe, Mazzullo and Medeiros. Opposed – None. Abstained – None

#### **5. ANNOUNCEMENTS/AGENDA MODIFICATIONS**

Due to the absence of a quorum at the start of the meeting Item 6 (Communication) was presented before Item 4.

#### **6. COMMUNICATION**

- a. Paul Levy and María Zamora from the San Benito Health Foundation introduced themselves to the Commission.
- b. Pat Loe announced San Benito County Behavioral Health is hosting the open house of the Esperanza Center which is located at 327 Fifth Street – Hollister on May 10<sup>th</sup> from 1PM to 6PM.
- c. The Commission reviewed the Executive Director Report: (see detailed handout)
  - SB-893 failed to pass, however, it is possible portions of that bill will be incorporated into SB-688 before the Human Services Committee.
  - A brochure on First 5 San Benito was passed out to the Commission to review and make comments.
- d. The Commission reviewed the School Readiness Coordinator Report: (see detailed handout)
  - The Hollister School District's application for AB172 from the California Department of Education for additional preschools has been tentatively approved.
  - The proposal for the Garden Grant was submitted.

#### **7. DISCUSSION**

- a. Casey Castillo referred the Commission to a draft of a Management Representation Letter for the Expanded Audit in their agenda packets. Irma València from County Counsel will draft a legal representation letter. Casey will sign and send the letter to the Commission Auditor.

## 8. ACTION

- a. Dr. Friedman and Casey Castillo interviewed applicants and they recommend reappointing Kim Dryden to the First 5 Commission. Lou Medeiros made a motion, seconded by Pat Loe to reappoint Kim Dryden to the First 5 San Benito Commission. Ayes – Medeiros, Loe, Bobsin, Brown, Flóres, Friedman and Mazzullo. Opposed – None. Abstained – None.
- b. The Commission reviewed a request for a budget revision for FY06-07 from the Gabilan Hills Gecko Preschool program. It was noted costs for line item "Administration: Office Supplies & Materials" should have been listed under "Program Expenses: Program Materials & Supplies". The Commission requested this change be made. Kathy Flóres made a motion, seconded by Randy Brown to approve Gabilan Hills FY06-07 budget revision as amended. Ayes – Flóres, Brown, Bobsin, Friedman, Loe, Mazzullo, and Medeiros. Opposed – None. Abstained – None.
- c. The Commission reviewed a request for a budget revision for FY06-07 from the San Benito Health Foundation. After some discussion, the Commission agreed they were not comfortable with shifting funds from sedation and treatment to purchasing equipment without additional information. Pat Loe motioned to approve moving \$200 from "Office Supplies & Materials" and dividing it equally into "Communications" and "Postage" and to deny all other budget revisions. The Executive Director was assigned to notify the Health Foundation their request would be reconsidered if supporting data could be provided within 30 days. Kathy Flóres seconded the motion. Ayes – Loe, Flóres, Bobsin, Brown, Friedman, Mazzullo and Medeiros. Opposed – None. Abstained – None.
- d. The Commission reviewed the First 5 operating budget for FY07-08. Ricki Mazzullo moved to approve a total operating budget of \$1,058,896 for FY07-08. Kathy Flóres seconded the motion. Ayes – Mazzullo, Flóres, Bobsin, Brown, Friedman, Loe and Medeiros. Opposed – None. Abstained – None.
- e. The Commission reviewed the School Readiness operating budget for FY07-08. Lou Medeiros moved to approve a total School Readiness operating budget of \$148,500 for FY07-08. Kathy Flóres seconded the motion. Ayes – Medeiros, Flóres, Bobsin, Brown, Friedman, Loe and Mazzullo. Opposed – None. Abstained – None.
- f. The Commission discussed the Dental Request for Proposal Draft. Several suggestions were made on changes to language in the proposal. Kathy Flóres made a motion, seconded by Pat Loe to approve the Dental Request for Proposals as amended. Ayes – Flóres, Loe, Bobsin, Brown, Friedman, Mazzullo and Medeiros. Opposed – None. Abstained – None.
- g. The Commission reviewed and discussed FY07-08 Direct Service Continuation Grants. Irma València from County Counsel advised the Commission to file separate motions for each agency recommended for funding.
  - i) Pat Loe made a motion, seconded by Kathy Flóres to approve funding Aromas-San Juan Unified School District for FY07-08 in the amount of \$63,000. Ayes - Loe, Flóres, Bobsin, Brown, Friedman, Mazzullo and Medeiros. Opposed – None. Abstained – None.
  - ii) Kathy Flóres made a motion seconded by Pat Loe to approve funding San Benito County Behavioral Health for FY07-08 in the amount of \$40,000. Ayes - Flóres, Loe, Bobsin, Brown, Friedman, Mazzullo and Medeiros. Opposed – None. Abstained – None.
  - iii) Lou Medeiros made a motion seconded by Pat Loe to approve funding the Healthy Pathways program for FY07-08 in the amount of \$125,000. Ayes - Medeiros, Loe, Bobsin, Brown, Friedman and Mazzullo. Opposed – None. Abstained – Flóres.
  - iv) Pat Loe made a motion seconded by Kathy Flóres to approve funding the Rural Mobile Preschool program for FY07-08 in the amount of \$75,000. Ayes – Loe, Flóres, Bobsin, Brown, Friedman and Mazzullo. Opposed – None. Abstained – Medeiros
  - v) Lou Medeiros made a motion seconded by Ricki Mazzullo to approve funding the Family Resource Center's Great Beginnings program for FY07-08 in the amount of \$100,000. Ayes - Medeiros, Mazzullo, Bobsin, Brown, Friedman and Loe. Opposed – None. Abstained – Flóres.
  - vi) Pat Loe made a motion seconded by Kathy Flóres to approve funding Gabilan Hills Elementary for FY07-08 in the amount of \$50,000 from First 5 and \$22,000 from School Readiness. Ayes - Loe, Flóres, Bobsin, Brown, Friedman, Mazzullo and Medeiros. Opposed – None. Abstained – None.

## 9. OTHER – Future Agenda Items

- o Discussion
  - Evaluation Subcommittee Report
- o Action
  - Dental Recommendations for Funding
  - Approval of Amended First 5 Policies
    - Conflict of Interest
    - Procurement
- o The next Commission meeting is scheduled to be held on Wednesday, June 6, 2007 at 10:00 AM in Suite 9 of the Early Learning Center located at 1011 Line Street – Hollister.

## 11. ADJOURN

Kathy Flóres made a motion for adjournment. Ricki Mazzullo seconded the motion. The vote was all in favor. The meeting was adjourned at 11:14AM.