

# FIRST 5 SAN BENITO CHILDREN AND FAMILIES COMMISSION

## REGULAR MEETING

### Meeting Minutes September 5, 2007

#### 1. CALL TO ORDER

Chair Kendra Bobsin called the meeting to order at 10:09AM.

#### 2. ROLL CALL

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

Commissioners Excused: Dr. Elizabeth Falade and Ricki Mazzullo

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

Guests Present: Larry Imwalle, Action Council of Monterey County

\* Dr. Marni Friedman was absent from the meeting from 10:09 a.m. to 10:12 a.m.

\*\* Pat Loe was absent from the meeting from 10:09 a.m. to 11:23 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

Kim Dryden moved to approve the minutes for August 2007 as well as the First 5 and School Readiness budget reports for July 2007. Kathy Flóres seconded. Ayes – Dryden, Flóres, Bobsin, Brown and Medeiros. Opposed – None. Abstained – None

#### 5. ANNOUNCEMENTS/AGENDA MODIFICATIONS

None.

#### 6. PRESENTATION

- a. Larry Imwalle from the Action Council of Monterey gave an overview of the FY 2006-2007 Evaluation Report draft. Larry reported he completed his data analysis and overall data collection was improved. Matched pre and post tests were improved. Parent surveys were modified. Post tests showed an increase in knowledge. Larry is working on the written narrative and asked the Commission to send him any comments and/or suggestions within the next 2 weeks. The Commission thanked Larry for his presentation.

#### 7. COMMUNICATION

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

## 7. COMMUNICATION (Continued)

- c. The Commission reviewed Casey Castillo's Executive Director Report: (see detailed handout).
  - The Board of Supervisors approved funding the Library's mobile van for \$200,000. The library's budget with First 5 was slightly modified; however, there will be no change to the bottom line.
  - Casey referred the Commission to review a copy of a letter sent to preschools and teachers from the Community Oral Health Services program and First 5 which was included in their agenda packet.
  - The State First 5 Commission modified their annual report format for 2006-2007. The First 5 and School Readiness reports have been combined into one annual report and fiscal reporting sections are no longer pre-filled.
- d. The Commission reviewed Joyce Swett's School Readiness Report (see detailed handout).
  - Joyce is working with the Library to develop a program similar to "Raising a Reader" for newborns.
  - The Hollister School District is applying for state preschool licensing. They hope to start their state preschool programs sometime in October.

## 8. INFORMATION AND DISCUSSION

- a. Casey Castillo passed out a timeline for Strategic Planning and discussed how the upcoming Community Input Day will fit into the overall plan. Joyce Swett presented an asset map which will be presented at Community Input Day. At this time, Commissioner Flóres excused herself from the remainder of the meeting.

## 9. ACTION

- a. None.

## 10. CLOSED SESSION

At 11:43AM the Board recessed the public portion of the meeting. Kendra Bobsin, Chair of the Commission, announced that the Commission would be considering the following in closed session:

- a) Public Employee Evaluation (Gov. Code Section 54957)  
Title: Executive Director

Closed Session discussion began at 11:43AM and ended at 12:08PM.

All Board Members were present during the closed portion of the meeting.

## 11. RECONVENE OPEN SESSION

- a. The Board reconvened the public portion of the meeting at 12:08PM. All Board Members were present during the public portion of the meeting.
- b. Report Out – Kendra Bobsin will meet with Casey Castillo to review and process her annual performance evaluation.
- c. Other – The next Commission meeting is scheduled for 10:00 a.m. on Wednesday, November 7, 2007 in Suite 9 of the Early Learning Center at 1011 Line Street - Hollister.
  - Future Agenda Items:
    - Public Hearing
      - FY06-07 First 5 San Benito Audit Report
      - FY06-07 First 5 San Benito Annual Report
    - Information and Discussion
      - Update on Community Input Day
    - Action
      - Approval of FY06-07 First 5 San Benito Audit Report
      - Approval of FY06-07 First 5 San Benito Annual Report
- d. Adjournment – There being no further business, Lou Medeiros made a motion for adjournment. Randy Brown seconded the motion. The vote was all in favor. The meeting was adjourned at 12:11PM.