

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

**REGULAR MEETING**

**Meeting Minutes**

October 26, 2022

**1. CALL TO ORDER**

Chair Dr. David Redman called the meeting to order at 12:11 PM

**ROLL CALL / INTRODUCTIONS**

Commissioners Present:

- ❖ Dr. David Redman
- ❖ Supervisor Bea Gonzalez
- ❖ Dr. Marni Friedman
- ❖ Tracey Belton
- ❖ Elias Barocio
- ❖ Mary Damm

Commissioners Absent:

- ❖ Margie Barrios

First 5 Staff Present:

- ❖ Lisa Faulkner
- ❖ Carly Offermann
- ❖ Rosie Contreras
- ❖ Maria Diaz Ruiz
- ❖ Sarah Beatie

Family Impact Center Staff Present:

- ❖ Cristina Gomez Hernandez
- ❖ Monica Hernandez
- ❖ Adam Mendoza
- ❖ Tyler Klindt

Guests:

- ❖ Lisa Niclai, Applied Survey Research, First 5 San Benito Data Consultant
- ❖ Frederick Northrop,  
First 5 San Benito Attorney

**2. AGENDA MODIFICATIONS**

Lisa asks that director's report moves to #2. All agreed.

**3. PUBLIC COMMENT**

NONE

**4. PUBLIC HEARING ON FIRST 5 SAN BENITO'S FY 2021-2022 AUDIT REPORT  
PERSUANT TO HEALTH & SAFETY CODE SECTION 130140(d)(2).**

Nathan Edelman presents FY 2021-2022 AUDIT REPORT. Financial statement highlights, changes in the Next OPEB, Note 9- Lease payable, Note 10-restatement of prior year net position, 2022-001

Material Weakness in Internal Control Over Financial Statement Preparation, report on the audit of the financial statements, adoption of new accounting standard.

*2022-001 – Material Weakness in Internal Control Over Financial Reporting, Financial Statement Preparation*

*Criteria*

Management of the Commission is responsible for establishing and maintaining internal control, and for the fair presentation of the financial statements and related financial statement disclosures being audited.

*Condition*

In conjunction with the completion of the audit, we were requested to draft the financial statements and the accompanying notes thereto. Management reviewed, approved, and accepted responsibility for the financial statements and notes prior to their issuance.

*Cause*

The Commission had limited staff trained to prepare full disclosure financial statements, including related footnotes.

*Effect*

Reliance on the external auditors to prepare the financial statements and disclosures is considered to be a material weakness because actions by our Firm cannot be considered to be part of the Commission's internal control.

*Recommendation*

These circumstances are not unusual in an organization of this size. It is the responsibility of management and those charged with governance to make the decision whether to accept the risk associated with this condition because of cost or other considerations.

*Management's Response*

We are deploying our limited resources as best we can to serve the community and our financial statement readers.

Redman asks about internal control and if there's anything the Commission can do. Nathan states the finding is not unusual for an agency the size of First 5 San Benito. He states the deficiency does not make the audit any less reliable.

No other questions by the Commission. Nathan concluded his presentation.

Dr. Redman thanks Lisa Faulkner and staff for the clean audit. Lisa Faulkner thanks Carly Offermann, FASS, and Nathan Edelman for their work in financials leading to a clean audit.

*4.1 Approval of FY 2021-2022 First 5 San Benito AUDIT REPORT*

Mary Damm made a MOTION to approve the FY 2021-2022 First 5 San Benito AUDIT REPORT  
SECOND: Dr. Marni Friedman All in favor, MOTION PASSED.

**5. PUBLIC HEARING ON THE FY 2021-2022 FIRST 5 SAN BENITO AND FAMILY IMPACT CENTER EVALUATION & DATA REPORT PRESENTATION.**

Lisa Niclai begins presentation of FIC Evaluation and Data Report. Lisa Niclai shares theories of change, protective factors, characteristics of participating children, characteristics of participating caregivers, families' concerns, top referrals needed, First 5 San Benito programs, Family Impact Center programs, pre and post data from both programs, supportive community, San Benito Resiliency Network, grants and collaborative funding.

No questions coming from the Commission.

*5.1 Approval of FY 2021-2022 First 5 San Benito and Family Impact Center EVALUATION & DATA REPORT*

Tracey Belton made a MOTION to approve the FY 2021-2022 First 5 San Benito and Family Impact Center EVALUATION & DATA REPORT  
SECOND: Mary Damm All in favor, MOTION PASSED.

**6. PUBLIC HEARING ON THE FY 2021-2022 ANNUAL REPORT 1, 2, & 3 PURSUANT TO HEALTH AND SAFETY CODE SECTION 130140(d)(2).**

**NO DISCUSSION**

*6.1 Approval of FY 2021-2022 First 5 San Benito ANNUAL REPORT 1, 2, & 3.*

Elias Barocio made a MOTION to approve the FY 2021-2022 First 5 San Benito ANNUAL REPORT 1, 2, & 3.

SECOND: Dr. Marni Friedman

All in favor, MOTION PASSED.

**7. CONSENT CALENDAR**

*Approval of Minutes*

Elias Barocio made a MOTION to approve the minutes for the August 3, 2022 meeting.

SECOND: Dr. Marni Friedman

All in favor, MOTION PASSED.

**8. DIRECTOR'S REPORT**

Lisa shares the Campaign launch presentation with the Commission. Lisa highlights the Community Center Coalition of San Benito County which includes the City of Hollister Parks and Recreation, Community Action Board, Resiliency Network, First 5 San Benito, and the Friends of the San Benito Free Public Library.

Lisa presented to the Board of Supervisors on 10.25.22 in regards to support for the Community Center Coalition.

Commission asks clarification on Board of Supervisors meeting from Lisa Faulkner and Supervisor Bea Gonzales. Supervisor Bea Gonzales and Lisa Faulkner explain that wording in the resolution was changed prior to and during the meeting however the resolution was passed with a 3 to 2 vote.

Mary Damm asks if this is a CAB center. Lisa Faulkner clarifies that all partners will be connecting and coming together as planning partners for the center.

Lisa asks for feedback in her message and approach for this change.

Tracey Belton emphasizes that its all-agencies responsibility to represent families.

**9. PRESENTATION ON FIRST 5 SAN BENITO ORGANIZATIONAL STRUCTURE AND FY 2023 STAFFING PLAN**

Asks to table item 9 and 10

Lisa Faulkner states that First 5 needs a strong advocate in Early Childhood Education. She states that she would like to hire a First 5 Director. She would like to focus on fund development for the foundation as a whole while another champions First 5 programs and advocacy at the state level

Tabled to next meeting

**10. INFORMATION AND DISCUSSION**

*Item 10*

Discussion regarding First 5 Center Foundation of San Benito County and MOU for the Partnership Memorandum of Understanding for the participation in the First 5 Center Foundation of San Benito County tabled to next regular Commission meeting

Tabled to next meeting

**11. ANNOUNCEMENTS**

Lisa Faulkner would like to ask commission to send email to all commissioners when they will not be attending a meeting. Commission meetings with be moving to in person.

## **12. OTHER - FUTURE AGENDA ITEMS**

- Next Commission Meeting: Wednesday, December 7, 2022 @ 12 noon – 2pm
- Next Executive Committee Meeting: Wednesday, December 7, 2022 @ 11:30am – 12noon
- Next Financial Committee Meeting: Thursday, November 17, 2022 @ 10am – 11am

## **13. ADJOURN**

No further business coming before the Commission, meeting adjourned at 1:47 PM.