



FIRST 5
SAN BENITO
COMMISSION MEETING AGENDA

DATE: December 7, 2020
TIME: 12 noon – 2:00 pm
PLACE: 351 Tres Pinos Road, Suite 100A
Hollister, CA 95023

Join Zoom Meeting

<https://us02web.zoom.us/j/85940953345>

Meeting ID: 859 4095 3345

One tap mobile

+16699009128,,85940953345# US (San Jose)

11:30 – 11:50 AM **FIRST 5 SAN BENITO EXECUTIVE COMMITTEE MEETING**
In – Person adhering to Social Distancing Guidelines

12:00 – 2:00 PM **FIRST 5 SAN BENITO COMMISSION MEETING**
In – Person adhering to Social Distancing Guidelines

Agenda

1. Call to Order

Commission Chairperson Dr. David Redman will call this meeting to order at 12 pm.

2. Agenda Modifications

3. Public Comment

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on the agenda. Speakers are limited to three minutes. The law does not permit Commission action or extended discussion on an item not on the agenda except under special circumstances [Govt. Code Section 54954.2]. All statements that require a response may be placed on the Agenda for the next regular meeting of the Commission.

4. Consent Calendar

The consent calendar may be voted on in one motion. If you wish to discuss any of these items, please request the item be removed from the consent calendar.

Recommended Action:

- 4.1 Approve MINUTES from the October 26, 2020 Commission Meeting
- 4.2 Review GRANT REPORT
- 4.3 Approve FY 2020-2021 YTD FINANCIAL REPORT
- 4.4 Approve FY 2020-2021 PROPOSED BUDGET

5. **Public Hearing on State Commission’s FY 2019.2020 ANNUAL REPORT 1, 2, & 3 pursuant to Health & Safety Code Section 130140(d)(3)**
(Lisa Faulkner – Attachments)

5.1 FY 2019-2020 First 5 San Benito CA ANNUAL REPORT 1, 2, & 3

Recommended Action:

5.1 Approve FY 2019-2020 First 5 San Benito CA ANNUAL REPORT 1, 2, & 3

6. **San Benito County INVOICES for FY 2018-2019 Quarter 3 OPEB and CalPERS Pension Liability for a total amount of \$11,418.00.**
(Carly Offermann – Attachments)

FY 18-19	OPEB	CalPERS
QUARTER 1	PAID	PAID
QUARTER 2	PAID	PAID
QUARTER 3	\$3,855.00	\$7,563.00
QUARTER 4	PAID	PAID

Recommended Action:

6.1 Authorize the Executive Director to pay San Benito County INVOICES 2019-00000004 & 2019-00000005 for a total amount of **\$11,418.00**.

7. **Presentation of MEMORANDUM OF UNDERSTANDING between First 5 San Benito and San Benito County Office of Emergency Services.**
(Madison Kennedy – Attachments)

7.1 Present LOGISTICAL PLAN and MEMORANDUM OF UNDERSTANDING with San Benito County Office of Emergency Services

Recommended Action:

7.2 Authorize the Executive Director to negotiate, amend, and enter into MEMORANDUM OF UNDERSTANDING (MOU) and all other agreements between First 5 San Benito and San Benito County Office of Emergency Services.

8. **Consider Recommendations for First 5 San Benito Direct Service Providers and CONTRACTORS**
(Lisa Faulkner – Attachments)

Recommended Action:

8.1 Approve delegating authority to the Executive Director to negotiate, execute, and amend the SERVICE AGREEMENT between **First 5 San Benito** and **AL Cleaning Services** for the purpose of office cleaning services at First 5 San Benito & the Family Resource Impact Center located at 351 Tres Pinos Rd., Ste. 100A & 103A in Hollister, not to exceed **\$17,400.00** beginning January 1, 2020 and ending June 30, 2021.

9. Review First 5 San Benito POLICIES Compliant with Audit Guidelines

(Lisa Faulkner – Attachments)

9.1 Review and adopt the following compliance POLICIES:

- Contracting and Procurement Policy
- Budgeting and Administrative Cost Policy
- Conflict of Interest Policy
- Program Evaluation Cost Policy

Recommended Action:

9.2 Adopt the compliance POLICIES listed above.

10. Director’s Report

(Lisa Faulkner, Samantha Hernandez, Cristina Gomez-Hernandez – Attachments)

10.1 Review FY 2018 – 2025 First 5 San Benito LONG-TERM FINANCIAL PLAN

10.2 Family Impact Center Collaborative Presentation

10.3 First 5 San Benito Master Evaluation Plan Dashboard

Recommended Action:

10.1 Adopt the FY 2018 – 2025 First 5 San Benito LONG-TERM FINANCIAL PLAN

10.3 Adopt the FY 2020.21 First 5 San Benito MASTER EVALUATION PLAN Dashboard

11. Announcements

12. Other – Future Agenda Items

- Next Commission Meeting: Monday, February 8, 2021 @ 12 pm – 2pm
- Next Executive Committee Meeting: Monday, February 8, 2021 @ 11:30 am – 12 noon
- Next Financial Committee Meeting: Monday, February 1, 2021 @ 1 pm

13. Adjourn

ⁱ In compliance with the American with Disabilities Act (ADA), those requiring reasonable ADA accommodation for this meeting should notify FIRST 5 San Benito 24 hours prior to the meeting at (831) 634-2046.

ⁱⁱ Please note: To obtain a copy of any supporting document that is available, contact FIRST 5 San Benito (831) 634-2046.