

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

***SPECIAL* COMMISSION MEETING**

Meeting Minutes

December 7, 2022

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 12:01 AM

ROLL CALL / INTRODUCTIONS

Commissioners Present:

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

Commissioners Absent:

- ❖ Margie Barrios

First 5 Staff Present:

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

Family Impact Center Staff Present:

- ❖ Monica Hernandez
- ❖ Adam Mendoza

Guests:

- ❖ Frederick Northrop,
First 5 San Benito Attorney

2. AGENDA MODIFICATIONS

NONE

3. PUBLIC COMMENT

NONE

4. PUBLIC HEARING ON ADOPTION OF RESOLUTION MAKING FINDINGS PURSUANT TO AB 361.

Item 4.1

Dr. Marni Friedmann made a MOTION to approve the Resolution Making Findings Pursuant to AB 361 on Behalf of Commission and its Committees.

SECOND: Tracey Belton

All in favor, MOTION PASSED.

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

REGULAR MEETING

Meeting Minutes

December 7, 2022

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 12:03 PM

ROLL CALL / INTRODUCTIONS

Commissioners Present:

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

Commissioners Absent:

- ❖ Margie Barrios

First 5 Staff Present:

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

Family Impact Center Staff Present:

- ❖ Monica Hernandez
- ❖ Adam Mendoza

Guests:

- ❖ Frederick Northrop,
First 5 San Benito Attorney

2. AGENDA MODIFICATIONS

Director's report before organizational chart

3. PUBLIC COMMENT

NONE

4. CONSENT CALENDAR

Approval of item 4.1 -4.5

Tracey Belton made a MOTION to approve item 4.1 Minutes for the August 29th, 2022 regular commission meeting, item 4.2 Minutes for October 26th, 2022 special commission meeting, item 4.3 FY 2022-2023 Budget Revision, item 4.4 YTD Financial Report as of August 31, 2022, and item 4.5 YTD Grant Report as of October 31, 2022.

SECOND: Elias Barocio

All in favor, MOTION PASSED.

5. CONSIDER RECOMMENDATIONS FOR FIRST 5 SAN BENITO DIRECT SERVICE PROVIDERS AND CONTRACTOS

Approval of item 5.1

Dr. Marni Friedman made a MOTION to Approve delegating authority to the Executive Director to negotiate, execute, and amend the new SERVICE AGREEMENT between First 5 San Benito and Kyle Dickson for the purpose of the Commercial Kitchen, Cold Storage, and Pantry Project Development at the Family Impact Center located at 351 Tres Pinos Rd., Ste 103A in Hollister, CA 95023 not to exceed \$465,494.00 beginning December 7, 2022 and ending June 30, 2023.

SECOND: Elias Barocio

All in favor, MOTION PASSED.

6. EIDE BAILLY INVOICE FOR FY 2021-2022 FINANCIAL AUDIT SERVICES AND GASB STATEMENT NO. 87 IMPLEMENTATION FOR A TOTAL AMOUNT OF \$24,218.00.

Approval of item 6.1

Mary Damm made a MOTION to authorize the Executive Director to pay Eide Bailly INVOICE E101406552 for a total amount of \$24,218.00.

SECOND: Dr. Marni Friedman

All in favor, MOTION PASSED.

7. SAN BENITO COUNTY INVOICES FOR FY 2022-2023 OPEB AND CALPERS PENSION LIABILITIES FOR A TOTAL AMOUNT OF \$14,423.59.

	OPEB	CalPERS
Quarter 1	\$5,934.98	\$8,488.61
Quarter 2	TBD	TBD
Quarter 3	TBD	TBD
Quarter 4	TBD	TBD

Approval of item 7.1

Mary Damm made a MOTION to authorize the Executive Director to pay San Benito County INVOICES 2023-00000001 and 2023-00000002 for a total amount of \$14,423.59.

SECOND: Dr. Marni Friedman

All in favor, MOTION PASSED.

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

Lisa Faulkner presents organizational chart. Presents moving Sarah Beatie to deputy director position, supporting First 5 staff, to move to operations and Lisa moves to fund development and system level work at the local and state level. Lengthens reach of team members and supports their strengths.

Mary Damm and Commission Chair Dr. Redman suggest dotted line from Sarah Beatie to Alexia Magana as Carly Offermann will be her direct supervisor. Sarah Beatie to make this change and send to Commission.

Approval of item 8.1

Supervisor Bea Gonzales made a MOTION to approve First 5 San Benito Organizational Structure and FY 2023 Staffing Plan with change stated in item discussion.

SECOND: Mary Damm

All in favor, MOTION PASSED.

9. DIRECTOR'S REPORT

Lisa Faulkner presents the Sustainability plan emailed to the Commission prior to the meeting. Commission Chair Dr. David Redman asks if this is in conjunction to First 5 Ca sustainability plan. Lisa Faulkner confirms it is aligned to First 5 San Benito, but it is indeed in conjunction to First 5 CA's plan for sustainability. Lisa Faulkner explains the high priority of continuing current First 5 San Benito programs. Part of sustainability will be partnering with other agencies. Investment into the Resiliency Network include all partner meetings, a bilateral referral database, and working groups to address gaps and share funding opportunities. Lisa presents future possible funding streams.

10. ANNOUNCEMENTS

Lisa Faulkner would like to have in person meeting at the First 5 Foundation office. That meeting will also include nominations for position. Lisa would like to meet with Finance Committee later this month. Supervisor Gonzales asks to keep virtual option and offer hybrid option. Lisa Faulkner agrees that can accommodate both in person and virtual.

11. OTHER - FUTURE AGENDA ITEMS

The Commission agreed to hold their next regular Commission meeting on Wednesday, Wednesday, February 1, 2022 at 12noon – 2pm, the next Executive Committee Meeting on Wednesday, February 1, 2022 @ 11:30am – 12noon and the next Financial Committee Meeting: Thursday, January 19, 2022 @ 10am – 11am

No further business coming before the Commission, meeting adjourned at 12:38 pm.