



COMMISSION MEETING AGENDA

DATE: December 11, 2024
TIME: 12 noon – 2:00 PM
PLACE: 351 Tres Pinos Rd., Suite 100A, Hollister, CA 95023

Agenda

1. **Call to Order**

Commission Chairperson Dr. David Redman will call this meeting to order at 12:00 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.

Join Zoom Meeting

<https://us06web.zoom.us/j/4831689093>

Meeting ID: 483 168 9093

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.

4.1 Approve MINUTES from the October 30, 2024 Commission Meeting

4.2 Approve MINUTES from the November 5, 2024 Special Commission Meeting

4.3 Approve YTD Financial Report as of September 30, 2024

4.4 Approve FY 2024-2025 BUDGET REVISION

5. **Eide Bailly INVOICE for FY 2023-2024 Financial Auditing Services for a total amount of \$22,511.00.**

(Carly Offermann – Attachments)

Recommended Action:

5.1 Authorize the Fiscal Administrator to pay Eide Bailly INVOICE EI01761629 for a total amount of **\$22,511.00.**

6. Consider Recommendations for First 5 San Benito Service Providers and CONTRACTORS

(Carly Offermann – Attachments)

- 6.1 Review the new SERVICE AGREEMENT between First 5 San Benito and Applied Survey Research for the purpose of evaluation and data consultant services for a total amount of **\$32,550.00** beginning December 1, 2024 and ending June 30, 2025.

Recommended Action:

- 6.1a Approve delegating authority to the Fiscal Administrator, with Chairman approval, to negotiate, execute, and amend the SERVICE AGREEMENT between First 5 San Benito and Applied Survey Research for a total amount of **\$32,550.00** beginning December 1, 2024 and ending June 30, 2025

7. Review Conflict of Interest Code POLICY REVISION – Legal Counsel Recommendations

(Frederick Northrop – Attachments)

Recommended Action:

- 7.1 Approve the Conflict-of-Interest POLICY REVISION effective December 11, 2024

8. First 5 San Benito Pending Program Needs and Staff Updates

(First 5 Staff – Attachments)

- 8.1 Proposed partnership with San Benito County Office of Education
8.2 Potential CalWORKS placements

9. Continued Discussion of Executive Director Hiring Process and Next Steps

(Dr. David Redman, Chairperson)

- 9.1 HR agency follow up discussion
9.2 RFQ follow up discussion

10. Announcements

11. Other – Future Agenda Items

- Next Commission Meeting: Wednesday, February 5, 2024 @ 12noon – 2pm
- Next Executive Committee Meeting: Wednesday, February 5, 2024 @ 11:30am – 12noon
- Next Financial Committee Meeting: TBD

12. 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.*

*Agenda posted on 12/4/2024 at 12pm