

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

REGULAR MEETING

Meeting Minutes

October 26, 2020

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 12:02 PM

Commissioners Present:

- | | |
|----------------------|-----------------|
| ❖ Dr. David Redman | ❖ Mary Damm |
| ❖ Margie Barrios | ❖ Elias Barocio |
| ❖ Dr. Marni Friedman | |

Commissioners Absent:

- ❖ Peter Hernandez
- ❖ Tracey Belton

First 5 Staff Present:

- | | |
|-----------------|-------------------|
| ❖ Lisa Faulkner | ❖ Carly Offermann |
| ❖ Sarah Beatie | |

Guests:

- | | |
|--|---|
| ❖ Audon Sanchez, First 5
Contractor | ❖ Nathan Edelman, CPA, Partner
Vavrinek, Tine, Day &Co LLP |
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2. AGENDA MODIFICATIONS

Executive Director, Lisa Faulkner proposed agenda modification to move up Nathan Edelman's presentation to the first item on the agenda.

Nathan Edelman began his presentation of Audit Services to the Commissioners at 12:06 PM. He discussed the delay in audit services due to the COVID pandemic. He stated that the audit would begin November 30th and end by January 31st. The commissioners thanked Nathan Edelman for his presentation and ended his Zoom presentation at 12:12 PM

3. PUBLIC COMMENT

Public Hearing was opened by Commissioner Dr. David Redman at 12:12 PM. There was no public comment. Public Hearing was closed at 12:13.

4. CONSENT CALENDAR

4.1 *Approval of Minutes*

Commissioner Mary Damm suggested that item 8 titled "First 5 San Benito Employee Handbook Proposed Revisions and Additions" in the October 5th meeting minutes be more specific of the changes made in the Employee Handbook. Commissioner Dr. David Redman agreed and suggested the commission approve the minutes that would be sent out to the

commission by end of day, October 26th. Mary Damm and the rest of the commission agreed.

Elias Barocio made a MOTION to approve the minutes, sent by end of day, for the October 5th meeting.

SECOND: Mary Damm

All in favor, MOTION PASSED.

4.2 *Approval of FY 2020.2021 Revised Budget*

Executive Director, Lisa Faulkner presented the revised GASB budget to the commission. She went through the revenues and expenses listed on the GASB budget and explained that the Monterey Peninsula Foundation pending grant was raised and the budget sent by end of day would reflect this change.

4.3 *Approval of FY 2020.2021 YTD Financial Report as of September 30, 2020*

Executive Director, Lisa Faulkner presented the FY 2020.2021 YTD Financial Report as of September 30, 2020

Margie Barrios made a MOTION to approve the Revised Budget sent by the end of the day as well as the FY 2020.2021 YTD Financial Report as of September 30, 2020.

SECOND: Mary Damm

All in favor, MOTION PASSED.

5. PUBLIC HEARING ON STATE COMMISSION'S FY 2019.2020 ANNUAL REPORT PURSUANT TO THE HEALTH & SAFETY CODE SECTION 130140(d)(3)

Executive Director, Lisa Faulkner asked that the public hearing on the State Commission's FY 2019.2020 Annual Report be tabled until the audit is complete on January 31, 2020.

Elias Barocio made a MOTION to table the public hearing on the state commission's FY 2019.2020 Annual Report Pursuant to the Health & Safety Code Section 130140(d)(3).

SECOND: Dr. Marni Friedman

All in favor, MOTION PASSED.

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

Mary Damm 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 A.C. Sanchez for the purpose of the Commercial Kitchen Project Development at the Family Resource Impact Center located at 351 Tres Pinos Rd., Ste. 103A in Hollister not to exceed \$233,543.00 beginning October 1, 2020 and ending June 30, 2021.

SECOND: Elias Barocio

All in favor, MOTION PASSED

7. CalPERS INVOICE FOR NOVEMBER HEALTH PREMIUMS TOTALING \$16,705.79

Margie Barrios made a MOTION to approve the CalPERS invoice for November health premiums totaling \$16,705.79.

SECOND: Elias Barocio

All in favor, MOTION PASSED.

ABSTAINED: Mary Damm

8. INFORMATION AND DISCUSSION

Nathan Edelman presentation of Audit services moved to beginning of meeting.

See Agenda Modifications

9. DIRECTOR'S REPORT

Executive Director, Lisa Faulkner reported on the First 5 Bay Region Sustainability funding in order to bring the First 5 funding goal back to the amount of funding seen in FY 2000.2001. Dr. David Redman asked Executive Director where this funding would come from. Executive Director, Lisa Faulkner explained the initiative for funding from Vape tax, as well as other potential funding sources, to go to First 5's in California.

Lisa Faulkner presented First 5 and Family Impact Center Results Chain Presentation and the new evaluation plan the commission would be discussing starting the December 7, 2020 Commission meeting.

Lisa Faulkner updated commission on ACES Aware Grant as well as the Health Trust Grant included in the Director's Report.

12. OTHER - FUTURE AGENDA ITEMS

- The Commission agreed to hold their next regular Commission meeting on Monday, December 7, 2020 at 12 PM- 2 PM
- The Executive committee will meet on Monday, December 7, 2020 at 11:30 AM- 12 PM
- The Financial Committee will meet on Tuesday, December 1, 2020 at 1 PM

No further business coming before the Commission, meeting adjourned at 1:57 PM.

Margie Barrios made a MOTION to adjourn the meeting

All in favor, MEETING ADJOURNED