

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

**REGULAR COMMISSION MEETING**

**Meeting Minutes**

December 3, 2025

**1. CALL TO ORDER**

Commission Chair Dr. David Redman called the meeting to order at 12:05 PM

**ROLL CALL / INTRODUCTIONS**

Commissioner's Present:

- ❖ Dr. David Redman
- ❖ Dr. Marni Friedman
- ❖ Dr. Cheryl Scott
- ❖ Mary Damm
- ❖ Margie Barrios
- ❖ Cristina Banuelos
- ❖ Mindy Sotelo
- ❖ Elias Barocio
- ❖ Tracey Belton

Commissioners Absent:

- ❖ Tina Garza
- ❖ Angela Curro

First 5 Staff Present:

- |                   |                     |
|-------------------|---------------------|
| ❖ Luisa Power     | ❖ Ana Alfaro Lezama |
| ❖ Carly Offermann | ❖ Maria Daiz Ruiz   |
| ❖ Sarah Beatie    |                     |
| ❖ Alexia Magana   |                     |
| ❖ Gabino Romero   |                     |

Guests:

- ❖ Frederick Northrop, F5SB Legal Counsel

**2. AGENDA MODIFICATIONS**

NONE

**3. PUBLIC COMMENT**

NONE

**4. PUBLIC HEARING ON THE REVISION OF FIRST 5 SAN BENITO BYLAWS**

Luisa wanted Commission to look at number of commissioners on the Board and attendance guidelines in regard to the bylaws. Membership is composed of 9 members without saying minimum or maximum. Currently we have 10 members with an alternate. Tracey wonders where this number comes from. Not sure of its origin. Should we revise to say minimum? Open for discussion

Also, we should look into who the members are and adhere to the rules as to who is a member of the Commission. Tracey says it would be great to review the members to ensure we are meeting the 6 areas. Currently, there is no membership from the school district, so it might be beneficial to tap into the missing areas. Minimum of 9 leaves it open. We have been down to seven in the past with open positions. We can look at these and find gaps to address if we should reach out to other agencies. We do have the three appointed positions, the remaining fall into the A-G categories. We could invite GoKids or someone who coordinates childcare.

Tracey Belton suggests revising the “County Strategic Plan” to the “First 5 Strategic Plan”. Mindy suggests we need someone in education. Luisa is looking at HSD, SBCOE and GoKids. Dr. Redman asks if there are any other revisions. Tracey was looking at Item C where it says removal of member should be by BOS, is this no longer the case? What do other First 5 By Laws look like? Mindy doesn’t think that BOS would have to approve as they do not have to approve budget, strategic plan, etc. This is an opportunity to clean this up if BOS is unnecessary. Table this until Mindy checks with County Council to see if they have any information. Section B needs additional work.

*Postponement of item 4:*

Margie Barrios makes a MOTION to table the revision of the First 5 San Benito Bylaws until the group can research the history and gain clarity around the revision process.

SECOND: Tracey Belton

All in favor, MOTION PASSED.

**5. PUBLIC HEARING ON FIRST 5 SAN BENITO ELECTION OF OFFICERS AND COMMITTEES**

Nomination for Chair, Vice Chair and Treasurer. Mary nominates the current position holders. Tracey asks if the three people would like to continue. Margie is okay with staying on finance. As is Mary. Dr. Redman is okay with last term as Chair but would like to open it up to anyone who may be interested in the position. Mindy says we need to make sure Vice Chair is intending to step into Chair role next year. Dr. Redman says the agency deserves a change in leadership. Dr. Friedman is happy to chair as she has before. Tracey is happy to help, but we can wait until next year. Tracey says status quo for now.

The current finance committee is composed of Mary and Margie, who are willing to continue their positions. The group agrees that a third member should be added and the group nominates Tracey to join.

Term renewals are set to automatically renew, for those where it is needed, unless someone wishes to be removed from the Commission. No further discussion, terms renew as needed.

*Approval of item 5.1:*

Tracey Belton makes a MOTION to approve the First 5 San Benito Commission Officers as current positions holders.

SECOND: Cristina Banuelos

All in favor, MOTION PASSED.

*Approval of item 5.2:*

Margie Barrios makes a MOTION to approve the First 5 San Benito Finance Committee as current positions holders, with the addition of Tracey Belton.

SECOND: Mary Damm

All in favor, MOTION PASSED.

## **6. CONSENT CALENDAR**

Margie talks about the Finance Committee meeting with Carly. There were no revisions but asked about revenue and expenses. The bottom line is we have more reserves. We received funding from MPF and have a new grant from Taylor Farms for \$5k for three years. We asked who the contributors were. Sunlight Giving is local and has provided good funding for many years. Prop 10 was left conservative as we never know the exact total, so it was modeled on the year before. We also attended the Ridgemark Women's Golf Club tournament where we received about \$2k. We do have more money being spent on ASR for our strategic planning process, but it won't happen each year. Professional development increases as well, which the group is in support of this. We are within budget.

Mindy asks why the YTD and budget to go total are reflected as over. Carly explains that FASS has not updated their accounting system with our current budgets, so it will reflect as a negative balance even though that is not the case. The internal budget will show accurate numbers for the time being.

*Approval of item 6.1-6.2:*

Tracey Belton makes a MOTION to approve the consent calendar as a whole, inclusive of the minutes from October 29, 2025 and the YTD Financial Report as of October 31, 2025.

SECOND: Elias Barocio

All in favor, MOTION PASSED.

## **7. REVIEW OF FIRST 5 CALIFORNIA & WESTED STIPEND INITIATIVE FOR FY 2025-2026**

Sarah explains that the region is being offered a stipend through the BEELs project, which aims to strengthen the regional collaborative. The region is to collectively determine how they want to spend the funding and First 5 would get a portion of that as the lead. The funding is to be returned if unspent. Margie asks if we have the capacity to take this on and Luisa says yes as it's similar to the work we're doing as the fiscal lead now, but on a smaller scale.

*Approval of item 7:*

Margie Barrios makes a MOTION to approve First 5 Benito as the fiscal lead for the BEELs stipend initiative and pay all future contract invoices related to the project.

SECOND: Mary Damm

All in favor, MOTION PASSED.

## **8. DIRECTOR'S REPORT**

Handbook review committee met as a group to begin revisions of the handbook. Another meeting in January before bringing revisions to Commission in February.

Final Evaluation Report Data Book to replace snapshot. Daphna to walk us through Commission feedback. Looking at Commission memo item by item. We organized suggestions into different subject areas and connected them to corresponding community indicators.

Mary and Mindy would like to be a part of the evaluation data. Dr. Scott to look into birth count for the county. No counts on other races, only some people complete it; they are only estimates. On our survey we have it broken up.

Strategies TA FRC Work is funded through OCAP and free of charge to us. We are working to become a HUB for the county. Using the five protective factors for community members to access many resources. It involves building partnerships, coordinating services, providing workshops, peer groups, and case management. We are working with Strategies to be intentional on the services offered. Key partners include BH, SBCOE, Hazel Hawkins, and Gavilan College (working with students for field work experience and interest in the field of child health and development). We are trying to look at ways of providing more services without spending more money. We are currently we do offer some programs that we want to maintain. As an FRC we can build connections, share, and contribute resources around the county. At the Nov 13<sup>th</sup> open house for agencies, all 12 agencies agreed they would want to be a partner and were 100% on board of an FRC HUB. Currently in the process of starting a type of FRC at First 5. We've been looking at different budgets, and we came up with a mock budget based on current spending/needs, mostly consisting of a coordinator position. We are looking to find funders or multiple funders to take on operating expenses of the space and shift funding.

Next steps are to continue with professional learning, visiting other FRC's and looking for funding opportunities via grant and local investors. FRC could give us more reach and allow us to reach more families. Tomorrow the direct services staff are engaging in a two-day training of certified quality standards.

Mindy asks where it would be housed. It would be housed at First 5. Dr. Redman asks how this would differ from the Family Resiliency Center. The FRC would be designed based on community need and follow a standardized model. On December 15<sup>th</sup> we're having a Community Cafe to present ideas to families to get feedback in an open forum on what to design and offer.

#### Future Events:

Partnering with Zocalo Health for event on December 11<sup>th</sup> 4-7pm. December 12<sup>th</sup> we are hosting two Community Cafes for open forum to openly discuss the five protective factors and how a HUB would benefit the community. Meeting with Sunlight Giving in Jan. Health Fair in March. Collaborating to provide UPK event. On Feb 7<sup>th</sup> and partnering with Jennifer for dental visits and HSD to support registration and have them prepared.

## **9. ANNOUNCEMENTS**

Dr. Redman speaks on Children's Vision project in April 2026. 200 children eye exams. We are looking to target PreK, K, and grades 3,4,5 for Cerra Vista, Sunnyslope, and perhaps RO Hardin starting with a sample size to convince county and state officials. We are going to need all hands-on deck. Luisa suggests that the UPK event would be great for Dr. Redman to partake in, going to forward necessary meetings.

## **10. OTHER – FUTURE AGENDA ITEMS**

Next Commission Meeting: Wednesday, February 4, 2026 12 noon-2pm

Next Finance Committee Meeting: Wednesday, February 4, 2026 @ 11am-12noon (pending)

## **13. ADJOURN**

No further business before the Commission; meeting adjourned at 1:34 pm