



January 27, 2020
Commission Meeting Minutes
MCOE

Commissioners Present

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| Ben Anderson | Jim Flaherty | Lucresha Rentería |
| Sandra Applegate | John Haschak | Tammy Moss Chandler |

Public Present

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| Jill Carey | Erica Baumker | Linda Nagel |
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ITEM 1 WELCOME & INTRODUCTIONS

Commissioner Anderson called the meeting to order at 1:06 p.m. and welcomed visitors. The Commission and staff made introductions.

ITEM 2 PUBLIC COMMENT ON NON-AGENDIZED

Commissioner Anderson opened the public hearing and asked for public comment on non-agendized items.

ITEM 3 CONSENT CALENDAR (ACTION)

- Meeting Agenda
- Draft Minutes from October 7, 2019 Emergency Executive Committee Meeting
- Draft Minutes from October 21, 2019 Commission Meeting

Commissioner Anderson would like to table Item 7 for the next commission meeting as the materials are not ready.

***Motion to approve the consent calendar with the modifications of the agenda
Motion/Rentería, Second/Applegate (all ayes, no nays) Motion Passed***

ITEM 4 INTRODUCTION OF NEW AMERICORPS MEMBER

Executive Director introduced Kimberly Macias as the new AmeriCorps Member at The Pearl Family Resource Center to the Commission.

Kimberly was born and raised in Ukiah. She received her AA in Psychology at the Mendocino College. She heard about the position through a current FIRST 5 Mendocino staff. She has always been interested in working with children which is why she got interested in the position. She hopes to gain a lot of knowledge and experience during her term as well as step out of her comfort zone.

MAXIMUM EFFECTIVENESS

ITEM 5 FISCAL REPORTS (ACTION)

For the month of November, they were at \$236,000 and for expenses, they were at \$480,000. They were significantly in the red, but their Prop 10 funding has been delayed for five months. As of January 16th, they received July and August Prop 10 deposits and on January 14th, they received Prop 56 deposits. At this point in time, they are fine with the funds they have in the bank.

***Motion to approve the fiscal reports for September, October and November 2019
Motion/Flaherty, Second/Applegate (all ayes, no nays) Motion Passed***

ITEM 6 RESCHEDULE COMMISSION MEETINGS (ACTION)

It had been brought up there may be a scheduling conflict for some of the dates for a couple commissioners. If needed, the entire schedule can be moved to different dates unless it is only certain dates. Commissioner Moss Chandler let the board know that she has made changes to her meetings and can now attend the meetings for FSM. Commissioner Haschak is not able to attend the April meeting and asked if it could be rescheduled; the 13th was suggested.

***Motion to approve the 2020 Commission Meeting Schedule as amended with the April Meeting being the 13th.
Motion/Rentería, Second/Applegate (all ayes, no nays) Motion Passed***

ITEM 7 DRAFT PREGNANCY, BREASTFEEDING & CANNABIS BROCHURES

THIS ITEM HAS BEEN TABLED FOR THE NEXT COMMISSION MEETING.

ITEM 8 DRAFT REQUEST FOR PROPOSALS FOR STRATEGIC PLANNING (ACTION)

Executive Director Ibarra clarified that the idea is to bring in a consultant to help with the strategic planning. They have already been doing some of this work with the long-term planning process and along with staff discussing this matter. In terms of holding townhalls and soliciting input from the community as well as writing the plan, they feel it is best to get a consultant to assist. A draft request for proposal is being put forward for the commission to consider and pending questions to establish it such as “what is it that they would want from a contractor?” and “what would their timeline be?”. Due to coming upon the final months of their current strategic plan, the question for the commission would be if they want to extend their current plan so they can have more time to construct a new one or should they move forward with creating a new one.

Commissioner Anderson does not believe they would have enough turn around time to get a consultant. ED Ibarra asked for their next five-year plan, are they wanting to begin with the current three priority areas or start from the beginning. Commissioner Moss Chandler said it is important it is done for the next five years considering the talk about the revenues decreasing and to get an outside facilitator. She believes investing at 25,000 on a good evaluator and consultant can help the dynamic of the plan. Commissioner Anderson agreed that it makes sense about it being a five-year plan with a three- or four-month delay. He continued to ask if the interviews would be with the full board or the Executive Committee; due to scheduling conflicts, it would be with just the EC.

Commissioner Anderson asked staff for their thoughts. Megan Cavalli, Community Education Manager, feels as if having someone assist would be great. Samantha Bond, Public Relations Manager, is concerned about bringing someone else because she does not want to derail from what they do and what they have been working on. Commissioner Anderson said he feels as if the consultant that assists with the plan, should be aware of staffs input. ED Ibarra feels it would be important to have an external person to assist with the plan to not move staff away from working on other pending items. She asked the commission how much they feel is necessary to spend for a consultant. A few suggested to stick with the \$25,000 but to clarify what exactly is expected to be done and by when.

Motion to modify the current Request for Proposals to change the amount from \$15,000 to \$25,000 and modify the wording to say, “the consultant will help with the timeline, recommendation and further detail will be provided when the facilitator meets with staff”.

Motion/Flaherty, Second/Applegate (all ayes, no nays) Motion Passed

ITEM 9 UPDATE ON FUNDS OUTSIDE OF COUNTY FOR ACCOUNTS PAYABLE (ACTION)

FSM holds their funds with the County and has a Savings Bank Account. About four years ago, the fees for A-87 have increased from \$6,500 to \$7,000 and the following year, it increased to \$9,000. The 2018-19 bill was \$23,923 and the 19-20 bill is going to be \$36,535. They had asked the auditor if an exception could be made or if there was a flat rate amount they could pay. FSM uses the County’s system to cut their checks for their bills to be paid but this is the only system they use. The Commission approved to open a checking account at Savings Bank to do their accounts payable and reduce on their A-87 costs. The account has been opened and are currently making deposits they receive from their funders.

They submitted a check request to the County for a check for \$200,000 to shift to the checking account but the auditor

is denying the request because he is wanting F5M to demonstrate in the law that they are able to hold money outside of the County. ED Ibarra investigated the Health & Safety Statute and it states that the County should create a fund to hold Prop 10 dollars but there is no language that the funds must stay there or cannot be moved out. She is needed legal support to demonstrate that F5M is within its rights to have funds outside of the County for accounts payable while still maintaining funds at the County.

Commissioner Flaherty suggested they write a letter to the County Counsel discussing the issues and what they are wanting to do. They are currently able to request \$90,000 for their payroll account which they will do in the meantime, but it is not a permanent solution. ED Ibarra has been in communication with the County CEO who is willing to advocate to the Board of Supervisors that their A-87 costs be suspended; still in process. The other concern is that the previous bill for the A-87 for 2017-18 was automatically removed from their account and ED Ibarra is worried that they will do that again for the current bills that are due.

The letter should go to the Auditor and cc the County Counsel. The content would be regarding their assessment that it is a misuse of public funds for the cost to be \$25 per check and the concern of the funds removed from their account.

Commissioner Anderson commented that would be a separate issue from the one they are currently trying to fix. ED Ibarra clarified that letter will be regarding the request they have made to the Auditor's office for their accounts payable and that those funds be transferred over and their interpretation is there is nothing in the statute that goes against that. Also, there is a precedent of other FS's currently practices that FS's is different from the other entities the Auditor works with.

The three issues being stated are to request to state that F5M Commission has authority over these funds due to them being a public entity and not a special district, the funds be released for their accounts payable account, the A-87 charges that were removed without F5M authorization and to request a meeting with the Auditor.

***Motion to for Executive Director Ibarra to draft the letter and take it to the Executive Committee to approve and send the letter and to authorize Executive Director Ibarra to get cost for legal counsel
Motion/Haschak, Second/Flaherty (all ayes, no nays) Motion passed***

ITEM 10 STATUS UPDATE ON RAISE & SHINE

The Sandbox

- ***Enrollment*** – Enrollment has stabilized; currently 33 children enrolled.
- ***Pest*** – There have been four treatments, but pest continue to be found. A detailed report has been requested but is not forthcoming to determine the origin. Staff is working with the landlord on pest maintenance and cost.
- ***Lease*** – The lease ends February 29, 2020. Staff will work with Ukiah United Methodist Church representatives to negotiate the terms for the Raise & Shine Board to consider.
- ***California State Preschool Grant*** – An application for \$577,000 in state funding was submitted in December 10, 2019 for 24 fulltime state preschool slots and 12 infant and toddler4r slots. The grant request includes expansion to serve infants. On December 5, 2019 the Raise & Shine Board approved application to get and an infant license from California Community Care Licensing.
- ***Pomo Pathways*** – The Sandbox is providing satellite care for Mendocino College students at Coyote Valley for the Pomo Pathways Programs. Childcare is provided on a semester to semester basis, provided they have staff available to provide care. The Sandbox utilities staff from heir substitute list. This is an important partnership that allows Native American parents to access college units in a culturally appropriate environment that prepares them for community college and beyond.

The Pearl

- ***Differential Response*** – As of January 27, 2020, there are 4 active cases and 4 pending.
- ***Name Change*** – Effective January 1, 2020, the Family Resource Center is officially now named The Pearl Family Resource Center

- **Lease** – There is a pending three-year lease with the City of Ukiah. The lease has not been signed as it includes a yearly rental increase and limited use of H-11 conference room. The City did not modify the terms as requested by Executive Director Ibarra on behalf of the Raise & Shine Board. The FRC is currently on a month to month lease as staff considers alternate locations to accommodate both the FRC and The Sandbox.
- **Increase Funding** – In December, the FRC was informed that \$25,000 in Victims of Crime Act funding will be provided for January to December 31, 2020. This funding was unexpected.

ITEM 11 EXECUTIVE DIRECTOR’S REPORT

Improve Parenting

❖ ***EDUCATOR, ADVOCATE & SYSTEMS BUILDER***

- **Positive Parenting Awareness Month** – Thank you Supervisor John Haschak for sponsoring the 3rd Annual Positive Parenting Awareness Month Proclamation. The Mendocino County Board of Supervisors presented the proclamation on Tuesday, January 7, 2020.

On January 13, 2020 the California State Assembly passed ACR 140, an Assembly Concurrent Resolution to proclaim January 2020 Positive Parenting Awareness Month in California. Assembly member Jim Wood signed on as a co-author. The request for a statewide proclamation was led by First 5 Santa Cruz and Triple P America.

Increase Family Resilience

❖ ***FUNDER, CONNECTOR & SYSTEMS BUILDER***

- **Healthy Mendocino** – ED Ibarra is the Chair of the Healthy Mendocino Advisory Council. ED Ibarra has been meeting with Healthy Mendocino staff and NCO Executive Director Patty Bruder to get clarity on roles and what is needed to strengthen the new structure of Healthy Mendocino. Currently, data is being gathered from stakeholders to determine their expectations of Healthy Mendocino and their feedback on the specifics of the workforce development initiative that was selected by the group in November.
- **Family Resource Center Network** – The Family Resource Center Network, funded in part by F5M, will hold a strategic planning meeting on Monday, January 27, 2020 at 9:30 a.m. at the Alex Rorabaugh Recreation Center in Ukiah.

Maximum Effectiveness

❖ ***FUNDER & SYSTEMS BUILDER***

- **Proposition 10** – The California Department of Tax and Fee Administration (CDTFA) is delayed in releasing FY 2019-20 Proposition 10 funds to counties. We are now five months into the fiscal year and have only received July 2020 disbursement. In mid-November, the State released estimates for July, August and September Proposition 10 allocations. These estimates are lower than last year. For July, Mendocino is estimated to receive \$41,874.83 and \$ 49,791.78 for August. Last year, this was \$57,277.19 for July and \$48,430.32 for August.

The First 5 Association and First 5 California are working with CDTFA. ED Ibarra contacted Senator Mike McGuire’s Office for assistance. A conference call with CDTFA, Senator McGuire’s Office and F5M is scheduled for Wednesday, January 22, 2020.

- **Proposition 56** – On January 2, 2020 F5M was informed that we are anticipated to receive \$153,391.38 in Proposition 56 backfill from tobacco taxes that were collected last year. These are funds that were not included in the current budget because F5M was not provided estimates on what our Proposition 56 allocation would be. ED Ibarra has requested estimates from First 5 California, to allow for more accurate budget planning going forward.

Advocacy

❖ SYSTEMS BUILDER

- **ACEs Presentation to the Mendocino County Board of Supervisors** – On January 7, 2020, ED Ibarra co-presented with Julie Featherston, from Healthy Mendocino, to the Mendocino County Board of Supervisors regarding Adverse Childhood Experiences (ACEs) and a path forward. The presentation was done on behalf of the Mendocino County Policy Council on Children and Youth and its subcommittee the Childhood Trauma Action Team. The purpose was to examine how ACEs impact our county and to inspire our county leadership to invest in prevention and to prioritize children. Several supervisors will host fireside chats in their districts on this issue. ED Ibarra is working with the planning committee to organize these events.
- **First 5 California** – On January 10, 2020, ED Ibarra met with First 5 California (F5CA) Executive Director Camille Maben to relay the impact in Mendocino County if Proposition 10 revenues are delayed any further. Ms. Maben is in regular contact with the California Department of Tax and Fee Administration. First 5 California is also impacted by this delay. The agency informed F5CA that the delay is due to the new fiscal system and procedures. This is what caused the delay of April, May and June Proposition 10 revenues last fiscal year. Ms. Maben said that August revenue would be forthcoming within the next week. As of January 21, 2020, August has not been received.

Ms. Maben also shared that First 5 California is working with the Governor's Office on early childhood literacy. Imagination Library is a program that is currently under consideration by the state for possible funding. The First 5 Commission will hear about current early literacy and family book distribution efforts in California. Greg Lucas, California State Librarian will present at the Thursday, January 23 state commission meeting in Sacramento. For the agenda visit:

<http://www.cfc.ca.gov/about/organization.html#meeting>

Raise & Shine Nonprofit Update

❖ *See agenda item Status Update on Raise & Shine*

Announcements

- **Monday, February 10, 2020** at 4:00 p.m. – Executive Committee meeting
- **Monday, February 24, 2020** at 1:00 p.m. – Commission meeting in Ukiah

ITEM 12 COMMISSIONER REPORTS, ANNOUNCEMENTS, QUORUM CHECK & ADDITIONAL MATERIALS

Commissioner Rentería commented they will be having their crab feed fundraiser.

Commissioner Haschak commented he loved having Positive Parenting Awareness Month. People were excited to go out and see what the community is needing.

Commission Flaherty has officially retired as of January 3rd.

Quorum check for next meeting

Yes: Commissioner(s) Anderson, Haschak, Moss Chandler, Flaherty, Applegate, Rentería and Tichinin

No: Commissioner(s)

Tentative: Commissioner(s)

Commissioner Anderson adjourned the meeting at 2:35 p.m.