



March 23, 2020
Commission Meeting Minutes
Via Zoom

Commissioners Present Via Video Conference

Paul Tichinin	Lucresha Rentería	John Haschak
Sandra Applegate	Erica Baumker	Ben Anderson

Public Present

Julie Fetherston	Maritza Villa	Jenna Flesch	Samantha Bond
Megan Cavalli	Bonnie Boek	Stephanie Zazueta	Holly Unluata
Andres Alvarado	Kimberly Macias	Jade Aldrich	

ITEM 1 WELCOME & INTRODUCTIONS

Commissioner Tichinin called the meeting to order at 1:14 p.m. and welcomed visitors. The Commission and staff made introductions.

ITEM 2 PUBLIC COMMENT ON NON-AGENDIZED

Commissioner Tichinin opened the public hearing and asked for public comment on non-agendized items. None received. Commissioner Tichinin closed the public hearing.

ITEM 3 CONSENT CALENDAR (ACTION)

- Meeting Agenda

Motion to approve the consent calendar
Motion/Rentería, Second/Anderson (all ayes, no nays) Motion Passed
A roll call of the Commission was taken.
Yes: Haschak, Applegate, Anderson, Rentería, Baumker, Tichinin

MAXIMUM EFFECTIVENESS

ITEM 4 FIRST 5 MENDOCINO INTERNAL RESPONSE TO COVID-19 (ACTION)

Julie Fetherston, Interim Executive Director, updated the Commission on FIRST 5 Mendocino's (FSM) internal response to COVID-19. The management team met to discuss staff working from home and what that would like in terms of work duties and how it would affect the budget.

Staff was given three days off last week for emergency leave so that staff can be at home with their families and get set up to work from home. As of today, most staff are working from home in accordance with the shelter in place orders and have been directed by their managers about what they should be working on for this week. They are at 75% of their time and duties and will be utilizing their floating holiday, sick or vacation time to make it the full 100%. Next week it will be down to a 50% reduction and will be asking staff to apply for the new works hare program to supplement their wages until the situation changes.

They have closed The Pearl Family Resource Center (TPFRC) and are looking at whether they are going to be able to open the services that are not actual public interaction. The Sandbox (TSB) closed last week on Thursday and Friday so they could do a deep clean of the classrooms. They are open today only to families who they have already served that are working in essential services. They will attempt to stay open if they are able to but have

already had to furlough two of their part time employees. They are taking precautions and setting new rules to prevent exposure. Commissioner Anderson asked if they are in compliant with licensing on being open during the shelter in place. IED Fetherston cleared that they can provide for essential services. Commissioner Anderson suggested to communicate with Commissioner Flaherty since he is currently the acting Deputy Public Health Officer and he may have some guidance. IED Fetherston let him know that they have been in contact. They had a call from licensing regarding what they can do and not to do; are recommending if they can stay open, practice social distancing and not take in new families. If any of the children are showing symptoms of any type of flu, they will be sent home.

Commissioner Anderson wanted to commend IED Fetherston and staff on having a quick reaction and getting a plan in place during this time.

IED Fetherston provided a budget sheet for the commission that shows that they will be able to do these measures and not affect the budget. Staff has been working on creative ways to be able to provide the services they need to get their deliverables and maintain their contracts.

Motion to commend staff and the Interim Executive Director for their work in the crisis and approve the action taken and the plan they have created

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

A roll call of the Commission was taken.

Yes: Haschak, Applegate, Anderson, Rentería Baumker and Tichinin

Commissioner Tichinin mentioned that with not knowing how long the shelter in place will be going for, he recommends that F5M purchases their own Zoom account for future meetings. The Commission discussed the benefits of having their own Zoom account; all agree it is a good idea to have not for only commission meetings but for staff meetings as well.

ITEM 5 FIRST 5 MENDOCINO EXTERNAL RESPONSE TO COVID-19 (ACTION)

IED Fetherston and staff have discussed how this is going to put pressure on families with small children since they may not be able to go to work if they do not have childcare, what resources they can provide online and what can they do for those families that do not have internet services. They have explored what their media response should be and fun activities and resources they can provide to families for both the homeschooling portion and for ways to move in place. They are developing a media calendar in which all the information will be put into and for it to be shared with the community.

F5M has diapers and books that they are trying to figure out how to direct those supplies where they are needed. They do not have a mechanism in place yet but IED Fetherston has started conversations with external partners such as WIC, HHSA and Adventist Health. They have considered deliveries and the process for that or possibly partnering with the current pick up locations that are being utilized. She wanted to check in with the commission about allowing staff to do those services as they normally would not but because it is needed, it would be beneficial for the community. They have thought about setting up a pop up.

They have talked about doing a parent help hotline both on the coast and inland. They are hoping their Triple P trained individuals to staff it; some private therapists have offered to staff it.

Commissioner Rentería mentioned that there are community health centers that are essentially provides. In terms of having supplies or outreach equipment, they clinics that can help in doing so. The Coast Children's Fund has arranged for a donation of diapers they will be sharing with the food banks and with their pediatric practice. They also arranged for N95 masks and are attempting on getting those to first responders since they are needed. She asked if the FRC's are open; IED Fetherston let her know that Potter Valley, Laytonville and Round Valley are open. Andres Alvarado, Differential Response Caseworker, and Holly Unluata, TPFRC Program Manager, are providing services to their DR and Triple P clients but are not open to the public.

Jenna Flesch, Business Manager, went over the budget sheet she created for the shelter in place. They included a device stipend of \$50 for staff having to use their personal devices/internet while working from home.

ITEM 6 INTERIM EXECUTIVE DIRECTOR'S REPORT

The items in the Interim's Executive Director's report were discussed throughout the meeting.

ITEM 7 COMMISSIONER REPORTS, ANNOUNCEMENTS, QUORUM CHECK & ADDITIONAL MATERIALS

Commissioner Haschak would like to thank staff for their hard work during this time.

Commissioner Applegate thanked staff and the Interim Executive Director as well. She also asked for an update on the grant The Sandbox applied for.

Commissioner Anderson commented that their clinic has gone to telephone visits to minimize exposure. They are taking new clients if they are their medical patients since doing an initial assessment over the phone is difficult.

Commissioner Rentería commented that they also went to telephone visits for medical visits and only if the provider deems it necessary to bring the patient into the clinic. They are also doing car side assessments of patients who have potential symptoms of COVID-19 and have conducted three tests to date; three business day turn around time. She has had to make changes to accommodate with the shelter in place.

Commissioner Baumker mentioned that they have also moved to telephone visits and are working on the functionality of their video visits except for some cases. They do have newborns who are having to go in for checkups, so they are keeping those exam rooms separate from any patients that do go in.

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 2:23 p.m.