



July 25, 2022  
**July Meeting Minutes**  
Zoom Conference Call

**Commissioners Present**

Erica D'Anis	Sandra Applegate	Ben Anderson
Lucresha Rentería		

**Commissioners Absent**

Jenine Miller	John Haschak	Bekkie Emery
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**Public Present**

Julie Fetherston	Megan Carson	Alex Rounds	Monica Galliani
Jade Aldrich	Townley Saye	Andres Alvarado	

**ITEM 1 WELCOME & INTRODUCTIONS**

Commissioner Applegate called the meeting to order at 1:03 p.m. and welcomed participants. The Commission and staff made introductions. The Commission gave a special welcome and background overview for new ED Townley Saye.

**ITEM 2 PUBLIC COMMENT ON NON-AGENDIZED ITEMS**

Commissioner Applegate called for public comment on non-agendized items and opened the public hearing. No public comment was received. Commissioner Applegate closed the public hearing.

**ITEM 3 CONSENT CALENDAR (ACTION)**

- Meeting Agenda
- May Minutes
- June Minutes

**Motion to adopt the meeting agenda.**  
**Motion: Anderson, Second: Rentería**  
**Yes:** Anderson, Applegate, D'Anis, Rentería  
**Abstain:** None  
**Absent:** Emery,  
 Haschack &  
 Miller  
**Motion Passed**

**Motion to adopt the minutes as amended with note of different chairs and removal of Talk, Read, Sing motion on June 2022 minutes.**  
**Motion: Anderson, Second: Rentería**  
**Yes:** Anderson, Applegate, D'Anis, Rentería  
**Abstain:** None  
**Absent:** Emery,  
 Haschack &

Miller  
**Motion Passed**

**ITEM 4 MEETING LOCATIONS (ACTION)**

The commission must also vote on the location of future meetings. ED Fetherston suggested holding the meeting on the coast due to the August meeting being Commissioner Renteria's last meeting. Discussion regarding scheduling options ensued.

**Motion to hold a hybrid meeting at the Mendocino Coast Clinic for August 2022.**

**Motion: Anderson, Second: D'Anis**

**Yes:** Anderson, Applegate, D'Anis, Rentería

**Abstain:** None

**Absent:** Emery,  
Haschack &  
Miller

**Motion Passed**

**ITEM 5 Employee Handbook Revision (ACTION)** – The Commission suggested changing wording in the handbook that mention contacting “ a First 5 Mendocino representative or the business manager” to only state “contact the business manager” in section 5.4 and in the Complaint Process.

**Motion to approve the amended handbook revision.**

**Motion: D'Anis, Second: Anderson**

**Yes:** Anderson, Applegate, D'Anis, Rentería

**Abstain:** None

**Absent:** Emery,  
Haschack &  
Miller

**Motion Passed**

**ITEM 6 ED Update (ACTION)** – The Chair reported that the Commission selected a new Executive Director. The Commission will be building a new employee agreement and will provide further information later.

**Motion to accept revised resignation letter.**

**Motion: Anderson, Second: D'Anis**

**Yes:** Anderson, Applegate, D'Anis, Rentería

**Abstain:** None

**Absent:** Emery,  
Haschack &  
Miller

**Motion Passed**

**ITEM 7 Transition of Signors for Financial Institutions (ACTION)**

Commissioners confirmed that ED Saye will be added as a financial signor for F5M and that former ED Fetherston will be removed by August 5.

**Motion to add ED Saye as a financial signor for F5M.**

**Motion: Applegate, Second: Anderson**

**Yes:** Anderson, Applegate, D'Anis, Rentería

**Abstain:** None

**Absent:** Emery,  
Haschack &  
Miller

**Motion Passed**

**ITEM 8** COMMISSIONER REPORTS, ANNOUNCEMENTS, QUORUM CHECK AND  
ADDITIONAL MATERIALS

*Anderson - Reported that the current MCHC CMO is retiring. MCHC is currently interviewing new medical officers.*

*D'Anis - Reported that the Ukiah pediatrics office now has two full-time therapists. The Willits clinic also has a new case management helper.*

*Rentería - Reported that 18 children showed up for first drive-through coast clinic for 4 month-olds to 4 year-olds.*

**Quorum Check for Next Meeting:**

**Executive Committee Meeting: August 8, 2022, from 4:00-5:00 pm via Zoom.**

**Commission Meeting: August 22, 2022, at 1:00-4:00 pm.** Commissioners Applegate, Anderson, Renteria are available. Those absent will be polled and reported via email.

**COMMISSIONER APPLGATE ADJOURNED THE MEETING AT 1:25 P.M.**