



September 26, 2022
September Meeting Minutes
Zoom Conference Call

Commissioners Present

Bekkie Emery	Sandra Applegate	Ben Anderson
John Haschak	Jenine Miller	

Commissioners Absent

Erica D’Anis		
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Public Present

Marissa Daniel	Megan Carson	Alex Rounds	Monica Galliani
Jade Aldrich	Townley Saye	Maria May	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.

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
- August Minutes

Motion to adopt the Consent Calendar
Motion: Anderson, Second: Emery
Yes: Anderson, Applegate, Emery, Haschak, Miller
Abstain: None
Absent: D’Anis
Motion Passed

ITEM 4 MEETING LOCATIONS (ACTION)

The commission must also vote on the location of future meetings. Discussion regarding scheduling options ensued.

Motion to hold a hybrid meeting for October 2022.
Motion: Haschak, Second: Anderson
Yes: Anderson, Applegate, Emery, Haschak, Miller
Abstain: None
Absent: D’Anis
Motion Passed

ITEM 5 ED Update – ED Saye gave a presentation highlighting current events:

- Home Visiting videos have launched on social media
- Staff is holding bi-monthly car seat check events at the Gobbi Street office
- Staff has been working to establish a presence at farmer’s markets in Willits and Ukiah
- Staff fiscal reviews are under way
- ED Saye has been attending an Executive Leadership training which will end in
- Gobbi Street office is in the process of a landscaping improvement project
- January is positive parenting month, and staff will hang the First 5 Mendocino banner over state street for one week of the month

Community Education Manager Carson added that the Talk, Read, Sing launch is under way. She explained that families will receive their packages from their local pediatricians, and that the program will begin officially in January 2023. Following a question from Commissioner Emery, Carson explained that the program will run throughout the county upon approval from pediatrics offices.

ED Saye also announced upcoming Healthy Outcomes From Positive Experiences (HOPE) trainings which are based around positive experiences rather than Adverse Childhood Experiences (ACE’s). Commissioners recommended that staff from programs such as Child Protective Services, Family Children’s Services, and foster family agencies attend these upcoming trainings.

ITEM 6 F5M Sick Leave Policy Update (ACTION)

ED Saye presented the proposed updated sick leave policy:

E. Sick Leave Donation

FIRST 5 Mendocino employees are entitled to anonymously donate sick leave hours to another FIRST 5 Mendocino employee under the following conditions.

- The recipient must have exhausted all their own leave balances, including sick, vacation and floating holiday.
- The recipient may not receive more donated hours than their budgeted weekly hours, per calendar year.
- An employee may not donate more than 40 hours of sick leave per calendar year.
- Employees can donate up to 50% of their current leave balance, so long as they maintain the required minimum balance after donation for their employment status, as outlined in the table below:

FT/PT Status	Required Minimum Balance After Donation*
FT	24
PT75	18
PT50	12
PT	9

* *minimum* balances are based on 60% (3 work days) of the employment status equivalency to FTE.

- The recipient must follow all other use of leave policies as they apply to sick leave benefits as stated in the other subsections of this policy.
- A Sick Leave Donation Request Form must be completed by the recipient and donor,

This benefit is completely voluntary. No employee will be mandated to donate the leave balance with another employee.

If the leave is expected to be chronic and/or ongoing, the employee may be eligible for Medical Leave (see [Medical Leave](#)).

Discussion regarding how many hours any employee is allowed to donate ensued. Commissioner Anderson asked staff to make a change to the wording of the request form to add “Someone in my immediate family has a medical condition/illness that will require me to be out of work for an extended period of time.” Commissioner Emery requested follow-up on how donated hours will be distributed to staff.

Motion to accept the Sick Leave Policy and Request Form as modified.

Motion: Haschak, **Second:** Anderson

Yes: Anderson, Applegate, Emery, Haschak, Miller

Abstain: None

Absent: D’Anis

Motion Passed

ITEM 7 Community Navigator Program (ACTION)

ED Saye introduced the Community Navigators Program, which is continually funded through state dollars through the department of developmental services to aid the Family Resource Centers. She added the following key points:

- Funds will be used for contracts to the Family Resource Centers (FRC's) in order to establish the community navigator programs that promote the utilization of generic and regional center services.
- The Pearl FRC has been identified as the lead FRC within the Redwood Coast Regional Center (RCRC) Catchment area and has developed a scope of work and budget for the current fiscal year.
- The scope of work will include sharing information and providing various resources for families, as well as program monitoring, data collection, and reporting.

The program will span across Del Norte, Humboldt, Lake, and Mendocino counties.

Motion to adopt the Community Navigator's Program.

Motion: Emery, ***Second:*** Haschak

Yes: Anderson, Applegate, Emery, Haschak, Miller

Abstain: None

Absent: D'Anis

Motion Passed

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

Anderson - MCHC is working to expand to offer behavioral services to the public that is already provided medical care at MCHC.

Emery - Social Services has been holding recruitment efforts at the Redwood Empire Fair and the Pear Festival in Lake County. They will also be tabling at Pumpkinfest.

Haschak- The Willits Museum will be opening their Hispanic outreach at 1pm on October 9. The Blue Zones kickoff will also occur on October 9. Round Valley is working to have UC Hastings renamed as The College of Law San Francisco.

Miller - Behavioral Health has spent the month of September talking about suicide awareness. In the last 8 years in Mendocino County, we have lost 184 individuals. They are pushing for all schools to always have Narcan on hand.

Quorum Check for Next Meeting:

Executive Committee Meeting: October 10, 2022, from 4:00-5:00 pm via Zoom.

Commission Meeting: October 24, 2022, at 1:00-4:00 pm. Commissioners Applegate, Anderson, Emery, and Haschak are available. Those absent will be polled and reported via email.

COMMISSIONER APPLGATE ADJOURNED THE MEETING AT 2:05 P.M.