



May 19, 2023
May Commission Planning Meeting & Public Hearing Minutes
Zoom Conference Call

Commissioners Present

Maria May	Erica D'Anis	Ben Anderson
Mo Mulheren	Sandra Applegate	Bekkie Emery

Commissioners Absent

Jenine Miller		
---------------	--	--

Public Present

Townley Saye	Andres Alvarado	Alex Rounds
Jenna Flesch	Jade Aldrich	Karla Kohler
Lisa Frederickson	Marissa Daniel	

ITEM 1 WELCOME & INTRODUCTIONS

Commissioner D'Anis called the meeting to order at 9:01 am. The Commission and staff made introductions.

ITEM 2 PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Commissioner D'Anis opened for public comment on non-agendized items. No public comments were received. Commissioner D'Anis closed the public comments.

ITEM 3 CONSENT CALENDAR (ACTION)

- Meeting Agenda
- April Minutes
- Fiscal Report: October 2022

The meeting agenda was pulled for discussion.

Motion to adopt the Consent Calendar with the amendment of Item 5 to have the fiscal year updated from 2022-23 to 2023-24

Motion: Anderson, Second: Applegate

Yes: Anderson, Applegate, May, Emery, D'Anis

Abstain: None

Absent: Miller, Mulheren

Motion: Passed

The meeting agenda was updated to reflect that Avo Makdessian would not be presenting due to time constraints of Commissioners. His presentation will be rescheduled for a later date, possibly July.

Motion to adopt the Agenda as amended

Motion: Emery, Second: Anderson

Yes: Anderson, Applegate, May, Emery, D'Anis

Abstain: None

Absent: Miller, Mulheren

Motion: Passed

ITEM 5

STRATEGIC PLAN: PROGRAMMATIC REVIEW (2022-23) (ACTION)

The commission will conduct its annual review of the current strategic plan, pursuant to the requirements of Health and Safety Code Section 130140 (a)(1)(C)(iii).

ED Saye presented a PowerPoint on the current Strategic Plan. She highlighted the Strategic Plan areas of Optimal Child Health and Development, Quality Early Learning and Care, Inclusive Family Resilience and Integrated and Equitable Systems.

Optimal Child Health and Development highlighted the Home Visiting Consortium, Breastfeeding Coalition, Public Health Outreach, Parent Cafés, and the State of the Child Summit. Attention was brought to the importance of parent connections, support from external community members and improving systems supports for birthing parents. Focus will be on promoting Early Start Expansion, the Community Navigator Program, the Eligibility Wizard, Help Me Grow and the Diaper Depot.

Early Learning and Care will be focused on collaboration and advocacy for increased access to affordable childcare and improving the quality of early learning settings to meet the needs of young children preparing for school. Policy platforms, peer support, Parent Cafes and Talk, Read, Sing! will be promoted in this area. Extensive discussion surrounded Developmental Screenings and what future screenings would report for the county.

Increasing Family Resilience will be focused on the use of effecting parenting and increasing knowledge of child development. Triple P classes, CRM workshops, Parent Cafes and supporting the local FRCs will be the highlight of this area.

Integrated and Equitable Systems will build and strengthen county-wide coordination of our local early child development and family support systems and increase community support and skills in times of need. Title IV-E, home visiting and the FRC network will be utilized here. The Policy Council for Children & Youth (PCCY) and the Birth-5 Coalitions will also play a part in uniting the county resources in support of children and families.

Motion to approve the Strategic Plan for 2023-24

Motion: Mulheren, Second: May

Yes: Anderson, Applegate, May, Emery, D'Anis, Mulheren

Abstain: None

Absent: Miller

Motion: Passed

Lisa Frederickson arrived at 9:05 am, Commissioner Mulheren arrived at 9:15 am.

ITEM 6

PRIORITIZING RESOURCES TOWARD STRATEGIC PLAN (ACTION)

- A. Review Budget to Actuals for Fiscal Year 2022-23
The Commission and staff ED Saye and Business Manager Flesch discussed the Profit and Loss Budget vs Actual report. The accounts 6400E and 6600 were analyzed specifically to account for the large difference of budget to actual. The differences were accounted for. Additional funding from grants is expected but has not been awarded yet. All awards should be announced by the first week or two in June and will be reported to the Commission. Anticipated accounts receivable will bring the balance up to \$38,419.00.
- B. Financial Projections for Fiscal Year 2023-24
1. 2023-24 Budget Assumptions
 - The 2023-24 income and expense assumptions were reviewed. Income includes Prop 10 funding, small population County Funding Augmentation and grants. The expenses include IMPACT subcontracts, small increases in Family Resource Center grants and normal rent, audit and utilities expense, and Raise & Shine sustainability.
 2. Tax Revenue 2 Year Allocation Comparison
 - The tax revenue with the flavor ban in effect is estimated to be approximately \$43427.00 less for FY 23-24.
 3. 2023-24 Propositions 10 Allocations
 - The Prop 10 allocations are detailed, and the Long-Term Planning funds have been allocated for sustainability. The Family Empowerment Center funding is not reflected in this budget because the awards have not been released yet. If we are awarded the FEC contract these numbers will be reevaluated.
 4. Grantees and Investments
 - The Family Resource Centers are the main grantees. Round Valley's allocation was lowered to account for their current inability to draw down their dollars, primarily due to staffing issues.

Commissioner Emery left at 10:17 am.

- C. Long Range Financial Forecast
Update on projections from First 5 California from 2025-26 with long term planning added.
- D. Adoption of the 2023-24 Budget (Action)
Per the California Health and Safety Code Section 130140 (C)(1)(a)(iii), the Commission will hold a public hearing and approve/deny/modify the proposed budget for Fiscal Year 2023-24.

The Public Hearing was opened at 10:19 am. No public comment was received.

Motion to adopt the budget for FY 2023-24

Motion: Anderson, Second: Applegate

Yes: Anderson, Applegate, May, D'Anis, Mulheren

Abstain: None

Absent: Miller, Emery

Motion: Passed

Public Hearing was closed at 10:20 am.

- E. Authorization of 2023-24 Contracts and Grants (Action)

The Commission will discuss and approve/deny authorization for Executive Director, Townley Saye, to approve contracts and grants for fiscal year 2023-24.

Motion to authorize ED Saye to approve contracts and grants for FY 2023-24

Motion: Mulheren, Second: Anderson

Yes: Anderson, Applegate, May, D'Anis, Mulheren

Abstain: None

Absent: Miller, Emery

Motion: Passed

ITEM 7

COMMISSIONER REPORTS, ANNOUNCEMENTS, QUORUM CHECK AND ADDITIONAL MATERIALS

ED Saye drew attention to the PDI Sponsor Thank You Letter and the May 2023 Joint Press Release from the First 5 Network regarding the May Budget Revision by the Governor.

The Commissioners were polled on suggestions for meetings in the future to increase availability. The Planning Meeting will be scheduled in June 2024 to increase the information regarding what grants have been funded before the budget is approved. Commission meetings will be limited to 1-2 hours including presentations from staff and/or outside agency presenters. Action items will be scheduled at the beginning of meetings to increase the probability of quorum. The meetings will be timed, and the agenda will have times listed to allow for remaining on schedule as planned. Updates from the County and State level will be included more often in meetings to allow for a broad picture for partners to help align funding and strategic plans.

The upcoming meeting dates were reviewed. The next meeting will be on July 24, 2023 in Fort Bragg. Commissioner Mulheren will not be available. Alternate Haschak will be contacted. Commissioner Applegate will need to check her schedule and will verify attendance later. Commissioners D'Anis, May and Anderson will attend. Commissioners Miller and Emery were absent and will be contacted.

Commissioner Applegate reported that she is providing childcare for her youngest granddaughter on Fridays and enjoying it.

Commissioner Anderson updated the attendees regarding the Behavioral Health program at Mendocino Community Health Clinic. They are expanding staff. They now staff 3 psychiatry providers, 1 psychiatrist and 2 practitioners, and 11 therapists that treat mild to moderate conditions. No referral is needed for therapy, even if you are not a current patient of MCHC. Records are requested for new patients and assessments scheduled.

Commissioner Mulheren reported that her schedule is changing due to her commitments on other boards and projects. She hopes to continue being able to attend the First 5 Mendocino commission meetings.

Commissioner D'Anis reported that the recreation center at the Alex Rorabaugh Center is open Friday from 5:30 – 9 pm for soccer, Saturday from 4 – 8 pm for basketball and Sunday from 12 – 4 pm for the Boys and Girls club and gym. They are staffed by volunteers and children under 12 require a guardian. She shared that a mutual patient/client mentioned Jade in her recent appointment.

Commissioner Anderson commended staff for their work on the recent State of the Child Summit.

The First 5 Press Release regarding the State of the Child Summit was pointed out by ED Saye. ED Saye also expressed appreciation for the Commissioners.

Commissioner Mulheren shared about the Restore class that is being offered at Young for Life at 10:00 am on Saturday morning.

Staff Marissa Daniel shared that she will be leaving First 5 Mendocino to move back home to Monterey County. Marissa expressed her appreciation for the learning experience at First 5.

Commissioner D'Anis closed the meeting at 10:44 am.