



Executive Committee Meeting Notes

**Monday, April 10, at 4:00 p.m.
In-Person/Zoom Meeting**

Commissioner(s) Present: Sandra Applegate, Erica D'Anis, Ben Anderson (zoom)

Commissioner(s) Absent:

Staff/Public Present: Townley Saye

Items

1. Welcome and Introductions

Commissioner D'Anis called the meeting to order at 4:01 p.m. and welcomed participants.

2. Public Comment on Non-Agendized Items

Commissioner D'Anis asked for public comment on non-agendized items.

Commissioner Anderson noted the EC Agenda listed expired Commissioners and noted that there needed to be an update to the agenda. Commissioner D'Anis closed public comment.

3. Consent Calendar (Action)

- Meeting Agenda
 - EC Meeting Agenda
 - December Minutes
 - January Minutes
 - February Minutes
 - March Minutes

Commissioner D'Anis pulled March Minutes to have Item 5 clarified with bullets.

Motion made to approve the Consent Calendar with the removal of March Minutes.

Motion: Anderson **Second:** Applegate

Yes: D'Anis, Applegate, Anderson **No:** none

Action Approved

Motion made to approve the March Minutes with Item 5 amended as noted.

Motion: Anderson **Second:** Applegate

Yes: D'Anis, Applegate, Anderson **No:** none

Action Approved

4. Meeting Location (Action)

The EC will discuss and approve meeting location for May 8, 2023 at 4:00pm EC meeting.

Motion to approve to hold meeting at 166 E. Gobbi Street and remove this as an action item on forthcoming agendas.

Motion: Anderson **Second:** Applegate

Yes: D.Anis, Applegate, Anderson **No:** none

Action Approved

5. **Sandbox Loan (Action)**

The EC will review the remaining loan balance due from the Sandbox that needs to be written off by the end of FY 22-23.

ED Saye provided an update on the remaining balance owed by the Sandbox and how that debt can be written off of the First 5 books to allow for a more accurate reflection of revenues and expenses. EC will decide if the discussion should be brought to the full Commission.

Motion to approve adding the debt review to the next Commission agenda for approval to write off as bad debt and remove from First 5 accounting records for FY 23-24.

Motion: Anderson **Second:** Applegate

Yes: D.Anis, Applegate, Anderson **No:** none

Action Approved

6. **ED Update (Action)**

ED Saye will provide an update on current events and seek guidance around the following:

- Recruitment for F5 Commissioners **(Action)**
- State of the Child Panelist
- Carpooling for Covelo Commission Meeting:
<http://www.groupcarpool.com/t/omn970>

- ED Saye provided an update on attendance of currently seated Commissioners and discussed the recruitment of additional Commissioners. Bylaws indicate two Commissioners must represent a county health officer in the functions of children's services, public health, behavioral health services, and/ or social services. Commissioner D'Anis recommended a physician from Anderson Valley for Commissioner recruitment.
- ED Saye requested that Commissioner D'Anis and Anderson to participate as panel members for the State of the Child.

Motion to actively recruit and seek additional Commissioners

Motion: Applegate **Second:** D'Anis

Yes: D'Anis, Applegate, Anderson **No:** none

Action Approved

7. **Commission Meeting Agenda (Action)**

The EC will review, discuss, revise, and approve the draft meeting agenda for the April 24, 2023 Commission Meeting.

The EC discussed long-term planning and a small portion of Prop 10 allocations to be used to develop reserves of 1-3 years to allow program adoption and staff release as necessary. Discussion for the proposal will be brought to the full Commission and are included in the draft agenda.

Motion to approve the agenda for February Commission Meeting

Motion: Applegate **Second:** D'Anis

Yes: D'Anis, Applegate, Anderson **No:** none

Action Approved

Commissioner D'Anis closed the meeting at 4:37 p.m.