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Executive Director  
Townley Saye

Commissioners  
Ben Anderson, LCSW  
Sandra Applegate  
Erica D'Anis  
Bekkie Emery  
Maria May  
Jenine Miller  
Mo Mulheren

## Executive Committee Meeting Agenda

Monday, August 14, 2023 at 4:00 p.m.  
First 5 Office 166 E. Gobbi Street and online

Members of the public shall have the right to observe and offer public comment and can do so via teleconference.

Meetings are recorded and public is welcome to request recordings for up to thirty days past the meeting date pursuant to California Code 54953.5B Please contact [townley@first5mendo.org](mailto:townley@first5mendo.org)

**Join Zoom Meeting**  
<https://us02web.zoom.us/j/82166223067?pwd=aDFpRnl1Smh2Rm43ZlhTcG5NMDEzQT09>

**Meeting ID: 821 6622 3067**

**Passcode: 369304**

**One tap mobile**

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3067#, \*214994# US**

**(San Jose)**

**+1-669-444-9171, 821 6622  
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### ITEM 1 **WELCOME & INTRODUCTIONS**

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

### ITEM 3 **CONSENT CALENDAR (ACTION)**

*Consent items, other than any pulled for specific discussion, are voted upon by a single motion without discussion.*

- EC Meeting Agenda
- July Minutes

### ITEM 4 **POLICY REVISIONS (ACTION)**

The EC will review and discuss new and updated policies:

- Wellness Incentive
- Benefits Policy
- Conflict of Interest Policy
- Contracting and Procurement Policy

ITEM 5 **FIRST 5 MENDOCINO RELOCATION (ACTION)**  
Review current policy on executing leases and determine next steps.

ITEM 6 **FISCAL REPORTS REVIEW (ACTION)**  
Update of accounting methodology and fiscal reports review from July 2022 through April 2023.

ITEM 7 **ED UPDATE**

- Raise & Shine Logo
- Audit
- Upcoming Community Trainings

ITEM 8 **COMMISSION MEETING AGENDA (ACTION)**  
The EC will review, discuss, revise and approve the draft meeting agenda for the August 21, 2023 Commission meeting.

ITEM 9 **EC QUORUM CHECK (ACTION)**  
The EC will confirm next meeting date and time on Monday, September 11, 2023

**UPCOMING COMMISSION MEETING:**

**Monday, August 21, 2023**

**Location: Laytonville**

**UPCOMING EXECUTIVE COMMITTEE MEETING:**

**Monday: September 25, 2023**