



December 18, 2023
Commission Meeting & Public Hearing Minutes
Teleconference & Zoom Conference Call

Commissioners Present

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

Commissioners Absent

Jenine Miller	Maria May	
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Public Present

Townley Saye	Andres Alvarado	Sariah Neff
Jenna Flesch	Jade Aldrich	Karla Kohler
Bonnie Boek	Alex Rounds	Tara Yoast
Monica Galliani		

ITEM 1 WELCOME & INTRODUCTIONS

Commissioner D'Anis called the meeting to order at 1:00 pm. The Commission and staff made introductions.

ITEM 2 MINDFUL MINUTE

Alex Rounds guided the attendees in a mindful minute to ground and arrive.

ITEM 3 PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Commissioner D'Anis opened public comment on non-agendized items. No comment was offered. Commissioner D'Anis closed public comment.

ITEM 4 CONSENT CALENDAR (ACTION)

- Meeting Agenda
- Meeting Minutes: October

Motion to approve the Consent Calendar

Motion: Anderson, Second: Emery

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

Abstain: None

Absent: May, Miller

Motion: Passed

ITEM 5

FIRST 5 BY-LAWS UPDATE (ACTION)

ED Saye gave an overview of the updates to the by-laws that included the following:

- Updated F5M logo.
- Updated language regarding communication with the Board of Supervisors: “develop and maintain good communications with the Board of Supervisors and their relevant appointees via periodic reports.”
- Language indicating First 5 Mendocino “Coordinator” was updated to read “Executive Director”.
- Live links were added to the County Code references.
- Updated guidance regarding Commissioner resignations to be submitted in writing to the Executive Director.
- Update meetings to reflect regular Commission meetings will be held every other month and no less than 4 times per year. Executive Committee meetings will be held monthly and no less than 8 times per year.
- Updated language regarding the Executive Committee members consist of “up to” four (4) Commission Members and are typically the Chair, Vice Chair and Second Vice-Chair.
- Updated pronouns to be gender neutral.

Clarification was provided confirming that the Executive Committee members and meetings are responsible for Brown Act Compliance.

Written notice of the by-laws change will be delivered in adherence to the Brown Act. No additional questions were received from the Commissioners.

Motion to approve the changes to the First 5 Mendocino by-laws

Motion: D’Anis, Second: Applegate

Yes: Mulheren, D’Anis, Applegate, Emery, Anderson

Abstain: None

Absent: May, Miller

Motion: Passed

ITEM 6

ELECTION OF OFFICERS (ACTION)

Commissioner D’Anis informed the Commission she was willing to continue as Chair and that Commissioners Anderson and Applegate have offered their seats to interested Commissioners. Commissioner Applegate and Commissioner Anderson informed attendees of the benefits of extended information while serving on the Executive Committee. Commissioners Anderson and Applegate committed to continued service if others were not available. Commissioner Mulheren nominated the existing members Erica D’Anis, Chair, Sandra Applegate, Vice Chair, and Ben Anderson, Second Vice Chair.

Motion to elect the First 5 Mendocino Officers as nominated

Motion: Mulheren, Second: Emery

Yes: Mulheren, D’Anis, Applegate, Emery, Anderson

Abstain: None

Absent: May, Miller

Motion: Passed

ITEM 7 ANNUAL MEETING CALENDAR (ACTION)

Commission discussed the proposed meeting dates for the annual meeting schedule. Discussion on holding meetings throughout the county since the meetings times were updated to every other month with an alternate location to be provided in the Ukiah County office. Commissioner Applegate requested the December 2024 meeting date be updated to December 9 to allow for vacations later in the month. Commissioner Mulheren requested the meeting schedule be sent to her and Atlas Pearson.

Motion to approve the First 5 Mendocino Commission Meeting calendar

Motion: Mulheren, Second: D’Anis

Yes: Mulheren, D’Anis, Applegate, Emery, Anderson

Abstain: None

Absent: May, Miller

Motion: Passed

ITEM 8 ED & STAFF UPDATE

- ED Saye reported the Executive Committee had their first meeting at the new Talmage location. An open house will be scheduled after the beginning of the year.
- New business cards with a QR code, as suggested by Commissioner D’Anis, have been ordered.
- Two new staff members have been added to the team:
 - Tara Yoast is the new Program Assistant supporting Megan Carson and Alex Rounds. She grew up in Mendocino County.
 - Monica Galliani is returning as the Administrative Assistant for the Raise & Shine Family Resource and Empowerment Center.
- Staff participated in a very productive and enjoyable staff development day at the Brambles in Philo. Staff highlighted some of the standouts for the Commission which included the ease of companionship, learning new things about co-workers, interacting together in a less production driven environment, and the safe space created to be vulnerable together.
- In response to professional training survey requests, plans are being made to bring back previous speakers for the Spring State of the Child event. They include Dr. MC McDonald, Dr. Time Bryson, and Gaelin Elmore along with the addition of Georgi Wisen-Vincent who works with Dr. Bryson who will introduce the benefits of Play Therapy.
- Bonnie Boek shared her experience attending The Center for Excellence Kin-First Symposium at UC Davis. The symposium was dedicated to the benefits of kin-first (a movement to keep children linked with family members instead of entering into the foster care system), family centered culture within the child care system and had some powerful speakers, some of whom have ties to Mendocino County and would be willing to come and speak.
- Karla Kohler reported on diaper depot activity and shared that families living in the Project Homekey transitional apartments at Live Oak are continually being supported with diapers. The Indian Housing Authority collects diapers regularly for their clients and transportation of diapers to the Family Resource Center in Covelo is being arranged. Walk ins continue to be served on a regular basis 5 days a week. Additionally, the diapers have

been offering the opportunity to also hand out Imagination Library sign ups as well as playgroup fliers and Raise & Shine brochures.

- Alex Rounds reported on the increase of calls to the BreastStart line. Local providers are referring more clients. The calls are ending with positive results for the caregivers and their infants.
- The Eligibility Wizard is launched and accessible through the “Eligibility Wizard” button on the First 5 Mendocino home page.
- A “Donate” button has also been added to the home page.
- ED Saye reported on the progress of Triple P in the Head Start Child Development Program. The numbers show a wonderful jump in families that access enrollment in the program as well as the amount of tip sheets being shared with families.
- January is Positive Parenting Awareness month and Commissioner Mulheren has offered to sponsor the annual proclamation at the Board of Supervisors meeting on January 9 at 8:45 for pictures. ED Saye and some staff will also gather at the Capitol in January for the recognition of the California Positive Parenting Awareness proclamation and will conduct legislative networking to garner continued support.
- The First 5 Association Annual Meeting and Advocacy Day will be February 5-7. If anyone from the Commission is interested in attending, they can let ED Saye know.
- ED Saye drew attention to the handout included in the packet regarding “Small Population Counties Funding Augmentation.” The First 5 Association wrote a recommendation letter regarding the use of the Prop 10 funds as an allocation augmentation rather than a contractual allocation. ED Saye signed this letter in support of Association’s recommended changes.
- VOCA is funding our playgroups but will also be used to bring CRM training to local schools who have shown interest. This will allow First 5 Mendocino to spend down the contract dollars.
- The Family Children Services contract has been delayed. Jena Connor has assured ED Saye the contract should be available in January.
- The First 5 team will be meeting with the Social Services Eligibility 1 trainees to educate on what services and supports First 5 Mendocino provides. Commissioner Emery explained the Eligibility Specialist 1 position and that internally trainers review a list of agencies to come speak with all trainees. First 5 Mendocino wasn’t on the list and was added.
- ED Saye and Rounds also highlighted the work being done to assist prenatal and postnatal moms through birth classes and lifting doula services through the Medi-Cal Doula benefits with continued effort focused on families being able to access care. Travel for services is specifically being looked at.
- Adventist Health Ukiah Valley invited Saye and Rounds to the Incubate workshop. Incubate is an initiative by Adventist to expand healthcare providers within the County. Saye was able to join a workgroup to advocate for lifting services for families.
- ED Saye will be heading to Fort Bragg tomorrow to join the Mendocino Transit Authority Community Workshop to advocate for local families regarding proposed changes to the Mendocino Transit Authority routes and services. Kohler shared that she attended the first workshop that was held in Ukiah and there weren’t local family advocates at that meeting.
- Boek reported that she and staff Monica Galliani attended the Family Services Annual Foster Care & Resource Families Holiday Fair. Over 250

people were present. Resource bags were handed out to children after they tried CRM (Community Resiliency Model) skills. The children loved it.

- Sariah Neff has been working on the Raise & Shine website and the interactive map of services.

ITEM 9

**COMMISSIONER REPORTS, STAFF COMMENTS, ANNOUNCEMENTS,
QUORUM CHECK & ADDITIONAL MATERIALS**

Commissioner D'Anis reported that Adventist Health Howard has two new female general surgeons: Dr. McLarty and Dr. Cueto.

Commissioner Mulheren reported that she is teaching a line dance class and the upcoming Saturday class will be free and include a food drive and ugly sweater contest.

Commissioner Emery added to the previously reported items regarding the Eligibility Specialist 1 training and explained that 45,000 people receive services in Mendocino County and it is important for the Eligibility Specialists to be able to connect families with agencies that can assist them. Regarding the Annual Foster Care & Resource Families Holiday Fair, she mentioned how it was very well attended and for some of the children this was the only Christmas they got. It was a wonderfully put together event.

Commissioner Anderson reported that one of their bilingual therapists is retiring, so they are searching for a replacement. As of January 1, 2024, Marriage & Family Therapists will be able to bill Medicare. This will increase access to care in our community.

Commissioner Applegate wished everyone happy holidays.

A quorum check indicated Commissioners Mulheren, D'Anis, Applegate, Emery, and Anderson expect to be available for the February 26, 2024 meeting.

Commissioner D'Anis closed the meeting at 1:59 pm.