



Executive Committee Meeting Notes

Monday, August 12, 2024 at 5:00 p.m.
In-Person/Zoom Meeting

Commissioner(s) Present: Sandra Applegate, Erica D'Anis, Ben Anderson
Commissioner(s) Absent:
Staff/Public Present: Townley Saye

Items

1. Welcome and Introductions
Commissioner D'Anis called the meeting to order at 5:04 p.m. and welcomed participants.

2. Public Comment on Non-Agendized Items
Commissioner D'Anis asked for public comment on non-agendized items.

ED Saye brought attention to the EC regarding the extra item in the packet that was not on the agenda regarding the Partnership Contract for the Enhanced Care Management Services for future agenda discussion.

3. Consent Calendar (Action)
Meeting Agenda
• EC Meeting Agenda

*Motion made to approve the Consent Calendar
Motion: Anderson Second: Applegate
Yes: Applegate, D'Anis, Anderson No: none
Action Approved*

4. Commissioner Application (Action)
The EC will review, discuss, and either approve or reject Commissioner Applications to be submitted to the Board of Supervisors.

ED Saye provided some background on the applicant to be considered. Kristin Hills is currently an Early Education Director at Mendocino County Office of Education and is seeking an open Community Member Seat on the Commission.

Motion made to approve the submitted application and move forward with a Board of Supervisors endorsement

*Motion: Applegate Second: Anderson
Yes: Applegate, D'Anis, Anderson No: none
Action Approved*

5. Volunteer Personal Leave Policy Update (Action)
The EC will review the recommended updates to the Volunteer Personal Leave Policy and either approve or reject the changes.

ED Saye presented the policy with modified language to allow volunteer hours to be accrued outside of Mendocino County if it still aligns with First 5 Mendocino's mission. One reason in particular is the recent fire in Butte County and the potential support needed to the community for Community Resilience Model tools.

Motion made to approve amendments and bring for full Commission review and approval.

*Motion: D'Anis Second: Applegate
Yes: Applegate, D'Anis, Anderson No: none
Action Approved*

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6. First 5 Association: \$25 Million Sustainability Funds Request from First 5 California

The EC will discuss the request and provide feedback for comment at the First 5 California Commission Meeting on August 22, 2024.

ED Saye provided an update on the First 5 Association's request for stabilization funds and how these funds are not for an emergency, but rather to keep the ability of local First 5s to be able to provide funding matches that are often needed for grants and to create a funding structure that could help stabilize First 5's that are negatively impacted by declining revenues. ED Saye and Business Manager Flesch will be in attendance at the upcoming First 5 CA Commission meeting and will be seeking a letter of support from F5 Mendocino and other county partners for the item to be placed as an ACTION item on the October 2024 meetings agenda for First 5 CA. The process for the First 5 CA Commission is to first hear all proposals and then consider which committee needs to review the proposal before bringing it for a vote to fund. ED Saye is waiting on talking points from the Association

Commissioner D'Anis requested a draft letter to modify once the talking points were provided that could be signed and submitted by the F5 Commission upon approval for the upcoming August First 5 CA meeting.

7. ED Update

ED Saye provided a summary of current and upcoming events and activities:

- *July 26: Mendocino Coast Clinic Open House Event*
 - *Jade was in attendance, and it had a small turn out with a proclamation made by the Mayor*
- *July 31-August 1: Zero to Three Conference*
 - *Jenna, Bonnie, Townley and Public Health staff, attended the conference. First 5 CA ED Jackie Wong presented on a panel during the conference. Lots of good information regarding current and upcoming policies for 0-3 kids.*
- *July 31: Partnership and F5 Collective meet to discuss CalAIM benefit and CHW's specific for First 5 agencies*
 - *Several meetings have occurred between Partnership and the First 5 collective who utilize it to better understand how to update the required MOU between the two. The MOU is set to be in place by January 2025 yet there are many areas where Partnership needs to be updated on the varied ways that First 5's serve their communities. The broiler plate MOU they are currently requesting does not accurately reflect the work.*
- *August Breastfeeding Awareness Month Social Media activity*
 - *Alex has been promoting culturally relevant breastfeeding information as they relate the corresponding week of awareness.*
- *August 8: MC McDonald presents to MCOE*
 - *MCOE reached out to MC McDonald after her presentation at our State of the Child event and invited her to present to their early educators. MCOE invited Megan and Townley to be in attendance. Head Start is also doing some collaborations with MC McDonald as well regarding an educational curriculum.*
- *August 10: FEC staff to sit on Inclusive Early Education Expansion Program (IEEEP) Summer Institute Panel for students with disabilities*
 - *Bonnie was invited by SELPA to sit on a panel to discuss the activities of the*

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FEC including the new SibShop events that supports children with a sibling who has a disability.

- *August 20-21: FEC staff to attend annual CDE meeting in Sac.
 - *Bonnie and Townley will be in Sacramento to attend the mandatory annual CDE FEC meeting.**
- *August 22: Staff to attend F5 CA Commission meeting in support of the \$25 Million Sustainability Funds Request
 - *Jenna and Townley will be in attendance in San Diego and will work to have community members call in during the public expression time on the item request.**
- *September 4: Chipotle Fundraiser for Imagination Library
 - *Karla organized an Imagination Library fundraising activity. This is the first attempt at such an event.**
- *September 5: MC McDonald presents at SPACE
 - *MC McDonald will be presenting on her Empowerment Based Trauma training curriculum for educators and administrators.**
- *September 14: 2024 NAMI Multicultural Symposium
 - *Our local NAMI chapter is hosting this event.**
- *September 18-19: NW Region Executive Director's Meeting in Mt. Shasta
 - *ED Saye is planning on attending and the region will be discussing strategic planning and CalAIM CHW implementation.**
- *Oct 7-8: Kin-first training estimated to return
 - *These are the proposed dates, but we are waiting to hear from Family Children Services to see if they can be in attendance.**
- *Oct 8-10: CA Economic Summit in Sacramento
 - *ED Saye may be attending this event in order to better understand the upcoming economic priorities in rural areas.**
- *Oct 20: Pumpkin Fest
 - *F5 Mendocino will have a booth on Saturday and will plan to get as many kids as possible signed up in the Imagination Library.**
- *Oct 21-24: FEC staff will attend the CALESE Symposium for students with IEPs
 - *Bonnie and Townley will be attending this event. Last year was the first year and it was very meaningful to other FECs and SELPA staff.**
- *Oct 28 or 29: Advanced MI with Igor Koutsenok
 - *This event will be for those who are already familiar with MI**
- *CalAIM and Community Health Worker Implementation
 - *ED Saye and Alex have been attending a variety of meetings around CalAIM initiative, like CHEs, Doula benefit, and Enhanced Care Management (ECM) services. Many of the new billable items align with work F5M is already doing and it could be a sustainable option moving forward in the face of declining Prop 10 dollars. There are many things to learn and understand before finalizing contracts with Partnership.**
- *New Commissioner Orientation
 - *The F5 Association created an onboarding guide for new Commissioners, EDs, and partners. The guide is designed to live online with active links to legislation, policies, and contemporary updates to all things First 5. It will be added to our local Commissioner on-boarding process.**
- *Brown Act and Ethics Training through CA Special Districts Association*

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- *Every Commissioner has a membership to the CA Special Districts Association and can complete their trainings as needed. All completed certificates should be emailed to Karla to go into the Commissioner's file.*
- *Closed Loop Referral System collaboration with Department of Behavioral Health*
 - *Unite Us and First 5 staff plan to meet with Department of Behavioral Health to better understand the licensing needs and insurances for file protection.*
- *Early Start Referral improvements in collaboration with SELPA, RCRC, and MCOE*
 - *At the Early Start Symposium, it was learned that legislation was updated to require Regional Centers to refer all Early Start families to the local Family Resource Center unless the parent signed to opt out. The FRC has not been receiving the number of referrals seen at the Early Start meetings, so the team met with MCOE to discuss the process and see what could be improved upon. MCOE is vendored through the regional center to provide Early Start services and was unaware of the legislative requirement. We expect to see an improvement in these referrals moving forward. Efforts to contract with a local speech therapist would further support parents in receiving Early Start services. Other improvements involve utilizing the space next door to have playgroups more often since the space at the ARC is growing more and more difficult to schedule.*
- *Healthy Mendocino Chair activities*
 - *ED Saye is acting as the interim Chair for this collaborative until another one can be identified. The meetings occur monthly and align with the CalAIM expansion efforts.*
- *Community Foundation Advisory Committee*
 - *ED Saye was asked to sit on the advisory committee to guide efforts in creating the Native Cultures Fund. Meetings have yet to begin.*
- *Triple P Facilitator Expansion*
 - *Three additional facilitators have been identified who are interested in providing groups. This will allow Maria and Andres to focus more on FEC specific duties and responsibilities. All the facilitators have been connected with Jade who is offering peer support to get them up and running.*

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

The EC will review, discuss, revise and approve the draft meeting agenda for the August 19, 2024 Planning Commission meeting.

EC discussed making Item 6 an Action item for sending a letter of support for the \$25 million sustainability fund request.

Motion made to update Item 6 and approve Commission agenda.

Motion: D'Anis Second: Anderson

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

Action Approved

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9. EC Quorum Check

The EC will confirm next meeting date and time on Monday September 16, 2024.
EC reviewed calendars and confirmed date and time of meeting.

Commissioner D'Anis adjourned meeting at 5:57 p.m.

Next EC Meeting September 16, 2024 at 4:00 pm.
Next Commission Meetings August 19, 2024