



Commission Meeting Minutes

Date: June 20, 2025

Start Time: 9:36 am

Stop Time: 12:00 pm

Location(s): Mendocino County Office of Education, Birch Lab 1, Ukiah & Zoom

Commissioners Present:

Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒

Staff Present:

Aldrich☒ Alvarado☒ Boek☒ Carson☒ Flesch☒ Fuentes☒ Troxler☒ Kohler☒

Rounds☒ Yoast☒ Saye☒ Avalos☐ Anderson☐ DeBiase☐

Public Present:

DeNeese Parker

1. Welcome & Introductions

- Time called to order: 9:36 am.
- The Chair called the meeting to order and welcomed attendees.
- Roll call was conducted; introductions were made.
- Commissioner Bailey invoked AB 2449 (remote participation due to sudden illness).

2. Mindful Minute

- ED Saye led attendees in a Mindful Minute.

3. Public Comment on Non-agendized Items

- Public comment opened.
- ED Saye announced congratulations to Staff Rounds, who graduated from her Master's program, and Staff Fuentes, who completed the *On the Verge* program
- Additional notes from ED Saye:
 - ED and Staff updates will be included in the upcoming F5M Newsletter to accommodate scheduling for the longer planning meeting.
- Public comment closed.

4. Consent Calendar

- **Action**



- Agenda and minutes pulled for discussion.
- Staff Flesch provided an update regarding the included financial reports, noting that the county has not closed its books past January 2025, so more reports will be coming once the county closes its books.
- **Motion to approve the Financial Reports for January 2025.**
 - **Move:** Anderson
 - **Second:** Applegate
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** None
 - **Passed**☒
- Correction to Agenda:
 - Next Commission meeting date was corrected to August 25, 2025.
- **Motion to approve the meeting agenda with the corrected date.**
 - **Move:** Anderson
 - **Second:** D'Anis
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** None
 - **Passed**☒
- Correction to minutes:
 - Commissioner Hills' name was corrected.
- **Motion to approve the minutes with the correction of Commissioner Hills name.**
 - **Move:** Hills
 - **Second:** May
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒



- **Abstain:** None
- **Absent:** None
- **Passed** ☒

5. First 5 Mendocino By-Law Review

- **No Action**
- Discussion of By-Laws Regarding Commissioner Absences
 - Key points raised:
 1. ED Saye clarified the current policy:
 - a. Under 2025 meeting schedule, missing two (2) Commission meetings triggers removal eligibility
 2. Proposed solutions discussed:
 - a. Adding alternative public participation options for Commissioners
 - b. Adjusting the schedule to include two additional meetings, one in spring and one in fall
 - No changes to the By-Laws
 - No action on Item 5.

6. Review 2025 Commission Meeting Calendar

- **Action**
- Discussion on Adding Commission Meetings
 - Discussion points:
 1. Commissioners Applegate and Anderson expressed support for adding meeting dates
 2. Commissioner Haschak raised concerns about having sufficient agenda items
 3. Staff Flesch recommended:
 - a. Adding one meeting in May
 - b. Adding one meeting in November
 4. Commissioner Hills noted the suggestion would help maintain By-Laws compliance.
 - Consensus reached to add a November meeting
 - Staff to review calendar availability



- **Motion to add a November meeting to the 2025 Calendar year.**
 - **Move:** Applegate
 - **Second:** Anderson
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** None
 - **Passed**☒

7. Emergency Funding Requests Policy

- **No Action**
- Announcement by ED Saye:
 - The Executive Committee sunset the Emergency Funding Requests Policy
 - Primary reasons:
 1. Policy has not been utilized in recent years
 2. Declining Prop 10 revenues necessitate budget prioritization
- Policy may be reactivated if Prop 10 revenues increase in future years.

8. Public Hearing: First 5 CA Annual Report

- **Action**
- Pursuant to Health and Safety Code Section 130140(d)(3), the Commission conducted a Public Hearing on the State Commission's FY 2023-24 annual report
- Public Hearing opened.
- ED Saye presented key highlights from the annual report.
- Service Trends:
 - Decrease in total children served
 - Increase in revenue spent attributed to higher-risk family services
- Primary Investment Areas
 - Stronger Starts Campaign
 - IMPACT Legacy
 - Refugee Family Support



- Small Population Counties (SPCFA)
- Commission Concerns and Discussion
 - Concerns:
 1. Expenditures on private consultations (e.g., third-party SPCFA funding analysis) draws funds away from local small county supports
 2. Questionable allocations (e.g., Stronger Starts Campaign) does very little to address toxic stress adequately
 3. Duplicative work across programs
 4. Top-down service approach does not best directly affect children and families (agency→child vs. child→agency model)
 - Discussion Points:
 1. Impact of inflation and declining Prop 10 revenue on community-level services
 2. Commissioner Hills highlighted that the equity work, such as the Count, Play, Explore initiative (CDE/State Board of Education collaboration) and Building Equitable Early Learning Systems (BEELS), feels very duplicative, while funds could be braided from CDE and First 5 CA to address similar issues.
 3. ED Saye will share First 5 CA meeting calendars with Commissioners so they can choose to attend and express concerns directly to First 5 CA Commission.
 4. ED Saye will continue to provide updates on F5 CA Commission meetings.
 - *Commissioner Haschak departed at 10:00 am*
 - Public Hearing closed
- **Motion to accept the First 5 CA Annual Report.**
 - **Move:** Anderson
 - **Second:** D'Anis
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☐ Hills☒ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** Haschak



- **Passed**☑

9. Review Resources Toward Strategic Plan

- **Action**
- FY 2024-2025 Financial Status Presented by ED Saye
 - 99% of allocated funding received
 - 96% of allocated expenses expended
 - Overall budget remains on target
 - Points to note:
 1. Wages show over budget due to Welcome Baby hires not included in original budget
 2. Rent increased after acquiring the Community Room
 3. Supplies/Electronics increased due to expanded operations: i.e. staff and office space
 4. Account 4900 is Healthy Kids Mendocino
 - a. Restricted carryover funds from previous years
 - b. Specific usage requirements
- *Commissioner Hills left at 10:23*
- FY 2025-2026 Budget Projections presented by ED Saye
 - Notable Changes
 1. Community Supports Funding reduced from \$40,000 to \$15,000
 - Highlights
 1. Staff Kohler reported the contracted Family Resource Centers are on track to fully expend FY 2024-2025 funds
 2. Conservative revenue projections for Prop 10 and long-term planning
 3. Interest/investment income not reflected in the budget
- **Motion to approve the resources toward the strategic plan.**
 - **Move:** Anderson
 - **Second:** Applegate



- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☐ Hills☐ May☒ Miller☒
- **Abstain:** None
- **Absent:** Haschak, Hills
- **Passed**☒

10. Strategic Plan: Programmatic Review 2025-2026

- **Action**
- **Discussion (if any):**
- Strategic Plan Review FY 2025-2025 pursuant to Health and Safety Code Section 130140 (a)(1)(C)(iii)
 - Viewed FY 2024-2025 Review Video created by Staff Rounds
 - Presented FY 2025-2026 Strategic Plan Priority Areas and Goals
 1. Optimal Child Health & Development
 - a. Improve prenatal/perinatal conditions
 - b. Enhance services for children with special needs
 2. Quality Learning & Care
 - a. Increase affordable childcare access
 - b. Improve early childhood program quality
 - c. Support early literacy/school readiness
 3. Inclusive Family Resilience
 - a. Promote effective parenting
 - b. Increase child development knowledge
 4. Integrated & Equitable Systems
 - a. Strengthen county-wide coordination
 - b. Enhance community support
 - Key Financial Updates
 1. Revenue allocation shift: Due to declining Prop 10 funds: 80/20% → 85/15% for Tax Rev/Long-Term Planning



2. Substance use treatment is shared resources with the Mendocino County SUDT program
 3. Max Effectiveness is admin/operation costs/overhead
 4. Support Systems include SPCFA funding and sustainability
 5. Revenue Projections
 - a. Tax Revenues: \$420,338.00
 - b. Total Revenues: \$2,391,585.50
- Discussion points
 1. Commissioner D'Anis inquired about birthing class allocation
 - a. Located under Integrated & Equitable Systems
 2. Commissioner Applegate inquired about data on CPS case reduction correlation
 - a. Triple P program evaluation is expected to be underway for 2025-2026 via Title IV-E funding
- **Motion to accept the Strategic Plan Programmatic Review for 2025-2026.**
 - **Move:** Anderson
 - **Second:** Bailey
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☐ Hills☐ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** Haschak, Hills
 - **Passed**☒

11. Long-Term Investments

- **Action**
- Key Details
 - Healthy Kids Mendocino funds are restricted to the medical/health needs of children
 - Interest earnings are unrestricted
 - Current holdings are in a CD account scheduled to rollover in September 2025
 - *Commissioner Haschak returned at 11:06*



- Options Provided by Staff Flesch
 - Renew CD account
 - Transfer to a high-yield savings account at Synchrony Bank
 - 1. Higher rate of return
 - 2. Improved fund accessibility
 - 3. FDIC-Insured
 - Keep Money Market account
 - Return funds to County
 - 1. Commissioner Haschak noted the current rate of return is approximately 2%
- Commission Discussion
 - Need to balance return optimization with fund accessibility
 - Commissioner Anderson proposed consulting with the accountant
 - Staff will present their findings at the next Commission meeting
- **Motion to bring the long-term investment options back to the August 2025 meeting.**
 - **Move:** Anderson
 - **Second:** Applegate
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☐ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** Hills
 - **Passed**☒

12. Public Hearing: Adoption of the 2025-2026 Budget

- **Action**
- Pursuant to California Health and Safety Code Section 130140 (d)(5) Commission conducted a Public Hearing of the 2025-2026 budget
- Public Hearing opened
- ED Saye reviewed Tax Revenue Allocation 85/15% split: Programs/Long-Term Planning
 - Highlighted total budget including grant funding
- Discussion Points



- Staff Flesch indicated no significant items requiring emphasis
- Commissioner Applegate requested archiving of unused AmeriCorps budget codes
 - 1. Codes no longer active will be archived
- Public Hearing closed
- **Motion to adopt the 2025-2026 budget as presented.**
 - **Move:** D'Anis
 - **Second:** Haschak
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☐ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** Hills
 - **Passed**☒

13. Authorization of the 2025-2026 Contracts and Grants

- **Action**
- Key Details:
 - Authorization includes previously reviewed and budgeted allocations
- No discussion or questions
- **Motion to approve authorization for ED Saye to approve contracts and grants for fiscal year 2025-2026.**
 - **Move:** Applegate
 - **Second:** May
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☐ May☒ Miller☒
 - **Abstain:** None
 - **Absent:** Hills
 - **Passed**☒

14. Commissioner Reports, Staff Comments, Announcements, Quorum Check & Additional Materials

- **No Action**



- Commissioner Updates
 - Commissioner May – no report
 - Commissioner Haschak
 - 1. Noted Board of Supervisors' opposition letters to social safety net cuts
 - Commissioner Applegate
 - 1. Personal update: currently babysitting 3 grandchildren
 - Commissioner D'Anis
 - 1. New Prenatal/Postnatal Support Group:
 - a. Location: Willits
 - b. Schedule: Last Saturday of the month at 10:30 AM
 - c. Status: Showing sustained growth
 - Commissioner Anderson
 - 1. Mendocino Community Health Clinic updates
 - a. Hired a Community Health Worker for SUD treatment
 - b. Interviewing a Spanish-speaking Community Health Worker candidate
 - Commissioner Miller
 - 1. Public Health Area Focus
 - a. Medi-Cal advocacy (46% of county population)
 - b. Tobacco control efforts
 - i. 10/10 locations failed flavored tobacco sting
 - ii. Pushing for stricter ordinances
 - c. Opioid Task Force
 - i. Renaming to address all illicit drugs
 - ii. Increasing youth/parent education
 - iii. Addressing rising overdoses (30-40 age group)
 - d. Commissioner Anderson suggested collaboration between Commissioner Miller and Dr. Steven Wirth
- Staff Updates
 - Program Highlights



1. Community Navigator: Transitioning from Round Valley Health Clinic to First 5 Mendocino (effective 7/1/25)
 2. Welcome Baby Team: Three new hires
 3. Developing an integrated referral system between programs and with partners
- Professional Development
 1. Staff Rounds Presenting Master's project "Round Valley Voices on Prenatal Care"
 - a. Staff Kohler will send the presentation information
 2. Staff Fuentes:
 - a. Completed *On the Verge* leadership training
 - b. Joining the Bring Up California Steering Committee supported by the First 5 Association
 3. Staff Aldrich:
 - a. Recognized at HOPE Summit
 - b. Ongoing work with Fort Bragg Unified School District
 - Organizational Development
 1. New staff cohesion activities (e.g., Team Bingo)
 - August meeting logistics:
 1. Primary location: Covelo
 2. Secondary location: Public Health office
 3. Discussion
 - a. Covelo meeting location dependent on in-person Commissioner attendance
 - Quorum Check for Upcoming Meeting: Anderson ☐ Applegate ☒ Bailey ☒ D'Anis ☒ Haschak ☐ Hills ☐ May ☒ Miller ☒
 - Commissioner Anderson unavailable
 - Commissioner Haschak will have to check calendar
 - Commissioner Hills will be contacted
- The meeting ended at 12:00 pm.

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