



Commission Meeting Minutes

Date: August 25, 2025

Start Time: 12:02 pm

Stop Time: 1:30 pm

Location(s): Round Valley Family Resource Center, 76471 Henderson Ln, Covelo
Mendocino County Public Health, Conf Rm 1, 1120 S Dora St, Ukiah
Zoom

Commissioners Present:

Anderson ☐ Applegate ☒ Bailey ☒ D'Anis ☒ Haschak ☐ Hills ☒ May ☒ Miller ☒ Mulheren –
Alternate ☒

Staff Present:

Aldrich ☒ Alvarado ☐ Boek ☒ Carson ☒ Flesch ☒ Fuentes ☒ Troxler ☒ Kohler ☒
Rounds ☒ Yoast ☒ Saye ☒ Avalos ☒ Anderson ☒ DeBiase ☒ Oliver ☒

Public Present:

Joel Merrifield, Otis Brotherton, Vicki Shively, Thailanda Hanover, Renee Alger, Brandy Maxwell

1. Welcome & Introductions

- Time called to order: 12:02 pm.
- The Chair called the meeting to order and welcomed attendees.
- Roll call was conducted; introductions were made.

2. Mindful Minute

- ED Saye led attendees in a Mindful Minute.

3. Public Comment on Non-agendized Items

- Public comment was opened.
- No public comment was received.
- Public comment was closed.

4. Consent Calendar

- **Action**
- Minutes pulled for discussion.
- **Motion to approve the Agenda.**



- **Move:** Mulheren - Alternate
 - **Second:** Hills
 - **Yes:** Applegate☒ Bailey☒ D'Anis☒ Hills☒ May☒ Miller☒ Mulheren – Alternate ☒
 - **Abstain:** None
 - **Absent:** Anderson, Haschak
 - **Passed**☒
- Two corrections were made to Commissioner Reports in minutes. The Community Health Worker hired by the Mendocino Community Health Clinic was corrected to read Substance Use Disorder (SUD) Treatment and the spelling of “Opioid” was corrected.
 - **Move to approve the June 2025 meeting minutes with corrections.**
 - **Move:** D'Anis
 - **Second:** Mulheren - Alternate
 - **Yes:** Applegate☒ Bailey☒ D'Anis☒ Hills☒ May☒ Miller☒ Mulheren – Alternate ☒
 - **Abstain:** None
 - **Absent:** Anderson, Haschak
 - **Passed**☒

5. Round Valley Family Resource Center Presentation

- **No Action**
- Joel Merrifield, Round Valley Family Resource Center (RVFRC) Coordinator, presented on the history, current programs/resources, and future projects of the family resource center.
 - Highlights:
 1. History
 - a. RVFRC operates under the Round Valley Indian Health Center at a 7-acre location donated by the Presbyterian Church.
 - b. Focus on tribal youth but serve everyone in their small community.
 - c. Merrifield expressed how the FRC “Always likes to be at the table” for community involvement.



2. RVFRC Current Programs/Resources

- a. Staff includes: 5 Full Time, 2 Part Time, 1 Contract.
- b. Member of the Family Resource Center Network of Mendocino County.
- c. Recognized as a California Department of Education Indian Education Center.
- d. Provides an After School & Summer Program.
- e. Provides Fatherhood and Motherhood is Sacred classes.
- f. Teaches Triple P classes.
- g. Operates a Diaper Depot Program.
- h. Operates a Car Seat Safety Program.
- i. Provides the local Food Bank distribution.
- j. Offers a Boys and Girls Club.
- k. Operates a Youth Workforce Development Program.

3. Future Projects

- a. Training additional staff in offered programs.
 - b. Expanded Learning Opportunities Program (ELOP) is funding a new playground to be finished in fall.
 - c. Vision for the future is a mental health facility through a state grant.
- Round Valley Indian Health Center staff Otis Brotherton, Executive Director, Vicki Shively, Outreach Director, and Thailanda Hanover, Outreach CHR, introduced themselves and shared their roles.

Renee Alger introduced herself.

The meeting paused for 10 minutes from 12:27pm – 12:37pm for Covelo attendees to receive lunch.

6. Long-Term Investments

- **Action**
- ED Saye introduced a handout detailing current banking accounts and allocations.
 - Discussion points:

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1. Current Interest on Accounts

- a. Certificate of Deposit (Healthy Kids Mendocino)
- b. Money Market Account (Response to 2023-24 Audit suggestion to meet FDIC Insured limits)
- c. Mendocino County Account (Proposition 10 Funds, County Contracts)

2. Recommendations

- a. No change to Main and Payroll accounts.
- b. Certificate of Deposit renewal in September 2025 for an 11-month term.
- c. Closure of the Money Market account and rolling it into the Main account upon the point the balances are reduced to meet the FDIC Insured Guidelines.

3. Previous High Yield Savings Account Discussion

- a. Business Manager Flesch noted that a High Yield Savings Account was not available for a business that was formed as a public entity. Third-party accountant was consulted on recommendations.

4. Commissioner Applegate inquired about potential retraction of funds as in previous years, and it was noted that fund balances for Commissions was a current expectation at the State level to ensure sustainability for as long as possible.

• **Motion to approve the long-term planning recommendation as is.**

- **Move:** Bailey
- **Second:** D'Anis
- **Yes:** Applegate☒ Bailey☒ D'Anis☒ Hills☒ May☒ Miller☒ Mulheren – Alternate ☒
- **Abstain:** None
- **Absent:** Anderson, Haschak
- **Passed**☒

7. Financial Review



- **No Action**
- Discussion points:
 - Due to the concurrent annual audit in progress, changes have occurred since the packet was sent out.
 - Projected income was approximately 2.1 million, actual income was approximately 2.4 million, due to:
 1. Title IV-E expansion
 2. Partnership and Path Cited 3 funded late in year
 3. Interest
 - A new budget line item was created to capture long-term planning allocation.
 - IMPACT Legacy will be funded for Fiscal Years 2025-26 and 2026-27. Same amount projected.
 - Contracts not yet received include IMPACT Legacy and Small Population County Funding Augmentation (SPCFA).

8. ED & Staff Updates

- **No Action**
- Upcoming Events
 - Ice Cream Social, August 27 from 12:00 pm – 2:00 pm.
 - Rooted and Ready: Healing Secondary Trauma and Reclaiming Joy, October 3 & 4 in partnership with the Mendocino County Office of Education.
- First 5 CA Commission
 - First 5 Mendocino qualifies for Small Population County Funding Augmentation (SPCFA) due to its yearly birth count.
 1. SPCFA Funding formula is being updated; ED Saye volunteered to be in the planning group.
 2. Fiscal Year 2025-26 will be funded from the current formula, with subsequent years being funded at newly determined formula.
 - Upcoming funding opportunities include:
 1. Program for Equitable Access to Resources for Literacy Support (PEARLS)
 2. Fatherhood Investment

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3. Children, Families, Immigrants, and Refugees: Support and Tools Initiative (Children F.I.R.S.T.)

- First 5 Association relaunching Choose Children Campaign for upcoming Governor elections.
- California Department of Education Family Empowerment Center Grants
 - A one-time rollover of unallocated funds from Senate Bill 101 to the Family Empowerment Centers will be added to the FY 25-26 grant year.
 - Annual Family Empowerment Center Gathering in Sacramento
 1. ED Saye and Program Director Boek attended.
 2. The presentations were powerful, and family focused.
- Welcome Baby Program
 - Began taking clients in May.
 - Surpassed December goal of enrolling families.
 - Continuing to do outreach and attend events.
- Strategic Plan 2026-31
 - Contracting with Jules Fetherston, former First 5 Mendocino Executive Director.
 - Focus on five (5) year community impacts of First 5 Mendocino.
 - Current evaluations of Pre and Post data from Triple P groups.
 - Additional details to be presented at upcoming Commission Meetings.
- Perinatal & Early Childhood Support Manger Rounds completed last minute facilitation of a Lactation Support Training.
 - Sixteen (16) individuals completed the class from throughout the county.
- Completed the quarterly meeting with Partnership HealthPlan representatives.
- Renewal of \$10,000 GO grant from the Arlene and Michael Rosen Foundation.
- Ongoing sponsorship for siblings of children for Mendo Leap's Neurodiversity Night.
- Assemblymember Rogers visited the First 5 Mendocino offices and Community Room.
- Ongoing Parent Support Group meeting in the Community Room and via Zoom.
- In person Triple P Group offered through Coyote Valley.
- Children expressed excitement in continued attendance in Sibshops.



- Playgroup attendance varied through summer but saw an increase with school starting.
- Coastal Coordinator Aldrich provided updates on four (4) coastal outreach events and Triple P Peer Support.
- Bilingual Family Consultant Fuentes' recent efforts to support Elaine Miller-Karas (Trauma Resource Institute) with First 5 Mendocino "Zone" magnets was acknowledged.
- Recent Triple P poll of 200 parents returned the following Triple P effectiveness results:
 - 49% improvement average overall
 - 53% increased parent consistency
 - 51% less coercive discipline
 - 32% improved parent-child relationship
 - 32% improved positive encouragement

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

- **No Action**
- Commissioner Updates
 - Commissioner D'Anis
 1. No report.
 - Commissioner – Alternate Mulheren
 1. Witches and Wheels, Boots and Boos, and Santa Stomp coming up.
 - Commissioner Hills
 1. Third year of Mendocino County Office of Education offering Teaching Pyramid.
 - a. All but two (2) of seventeen (17) state preschools will have completed the program this year.
 - b. Offering a separate session for all the Transitional Kindergarten teachers at Ukiah Unified.
 - c. Working with West Ed to pilot a preschool to third grade version in Trinity County.
 2. Part of the regional team for Count Play Explore.
 - Commissioner Bailey

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1. Community Foundation has opened its grant cycle for Field-of-Interest, Save-the-Day, and Angel Fund grants.
- Commissioner Applegate
 1. Thanked First 5 Mendocino staff for all their work and enthusiasm.
 - Commissioner May
 1. Mendocino Coast Clinic hoping to have a new Pediatrician hired by the end of the day, after over a year without one.
 - Commissioner Miller
 1. Mendocino County hired a registered dietician for the Women, Infants, and Children (WIC) program that is also working with Home Visiting.
 2. Working with the Mendocino County Office of Education to bring opioid education to parents.
- Quorum Check for Upcoming Meeting: Applegate☒ Bailey☒ D'Anis☒ Hills☒ Miller☒
 - Commissioner May is undecided.
 - Commissioners Anderson and Haschak will be polled.
 - The meeting ended at 1:30 p.m.