



Commission Meeting Minutes

Date: December 8, 2025

Start Time: 1:02 pm

Stop Time: 2:23 pm

Location(s): Public Health, 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:

Tracy McGill (Triple P Facilitator, Staff to the Commission), Sandy Tadeo (PHN Mendocino County), Stephen White (Assistant Director Mendocino County Social Services)

1. Welcome & Introductions

- The meeting was called to order at 1:02 pm.
- Attendees were welcomed by the chair.
- Roll call was conducted; introductions were made.

2. Mindful Minute

- ED Saye led attendees in a positive, mindful resource exercise.

3. Public Comment on Non-agendized Items

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

4. Consent Calendar

- **Action**
- Discussion (if any): **None**
- **Motion: Motion to approve the consent calendar.**
- **Move:** Haschak
- **Second:** Hills



- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ Miller☒
- **No:** None
- **Abstain:** None
- **Absent:** May ☒
- **Passed**☒

5. Strategic Plan Update

- **Action**
- Discussion points:
 - i. ED Saye drew the Commission's attention to the strategic plan outline methodology for collecting information and definitions as well as the sections for vision, priority areas with baseline measurement milestones, key activities, and a strategic plan meeting schedule.
 - ii. Commissioners were polled on their preference for the full purpose and roles or the abbreviated purpose and roles option.
 1. Commissioner Haschak preferred the abbreviated purpose and long roles.
 2. Commissioners Hills, Miller, Anderson, D'Anis, Applegate, and Bailey preferred the abbreviated versions of both.
 - iii. ED Saye then divided the room into groups that included mixed groups of staff and Commissioners. Each group was instructed to one of the 5 idea boards containing the key roles and the 4 priority areas. Teams were instructed to spend 3 minutes in discussion at each board and add concrete examples of what that role looks like in action. The results will be aggregated and incorporated into the key activities.
 - iv. After the activity the group concluded that Catalyze seemed to be the most difficult for the majority of the teams.
- Commissioners Hills and Anderson expressed their gratitude for ED Saye breaking up the strategic plan process over multiple meetings, so the Commission was not overwhelmed with information and likely to overlook something due to intensity.
- **Motion: Motion to approve abbreviated purpose and roles.**
- **Move:** Hills



- **Second:** Anderson
- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒
- **No:** None
- **Abstain:** None
- **Absent:** None
- **Passed**☒

Commissioner May arrived at 1:15 pm.

6. Election of Officers

- **Action**
- Discussion: There was a short discussion of roles and time requirements between the Commissioners. Commissioner Hills offered to step up to the role of Vice-Chair if Sandra Applegate wanted to vacate that seat. Commissioner Applegate accepted the proposal to replace her as Vice-Chair and indicated she would like to remain on the Raise & Shine nonprofit board. Bank signers will need to be updated.
- **Motion: Motion to approve Erica D'Anis, Chair; Kristin Hills, Vice-Chair, Tawny Bailey Second Vice-Chair.**
- **Move:** Anderson
- **Second:** Applegate
- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒
- **No:** None
- **Abstain:** None
- **Absent:** None
- **Passed**☒

7. Positive Parenting Awareness Month Proclamation

- **Action**
- Discussion: Commissioner Haschak will be sponsoring the Positive Parenting Awareness Month proclamation at the Board of Supervisors meeting on January 6. Commissioners are



invited for a photo with staff at the Board of Supervisors meeting between 8:30 and 8:45 am. At some point in January or February ED Saye will be presenting to the Board of Supervisors on the outcomes of Triple P on Mendocino County. The Commissioners reviewed the draft Proclamation and pointed out formatting errors and a couple of corrections. Corrected version will be emailed to Commissioner Haschak.

- i. The Adobe formatting errors will be fixed in the final document.
 - ii. In the second Whereas “matter” will be replaced with “be a priority”.
 - iii. In the third Whereas “by” will be deleted.
 - iv. In the Last paragraph “Haschack” will be corrected to “Haschak”.
- **Motion: Motion to approve the Proclamation with indicated changes.**
 - **Move:** D'Anis
 - **Second:** May
 - **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒
 - **No:** None
 - **Abstain:** None
 - **Absent:** None
 - **Passed**☒

8. Memorandum of Understanding Between Raise & Shine Nonprofit and First 5 Mendocino

- **Action**
- Discussion: The administrative Memorandum of Understanding between the Raise & Shine 501c3 and First 5 Mendocino was reviewed. Commissioner Applegate questioned the need for review. ED Saye noted it is scheduled to be reviewed every December to ensure it remains current. The footnote will be updated to indicate reviewed and approved by the First 5 Mendocino Commission, December 2025.
- **Motion: Motion to approve the Memorandum of Understanding signed by Raise & Shine Nonprofit.**
- **Move:** D'Anis
- **Second:** Applegate
- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒



- **No:** None
- **Abstain:** None
- **Absent:** None
- **Passed** ☒

9. Annual Meeting Calendar

- **Action**
- Discussion: The times for the Executive Committee meetings were added and the Planning Meeting time was updated based on survey feedback from the Commissioners.
- **Motion: Motion to approve the First 5 Mendocino Commission meeting calendar for 2026.**
- **Move:** Haschak
- **Second:** Applegate
- **Yes:** Anderson ☒ Applegate ☒ Bailey ☒ D'Anis ☒ Haschak ☒ Hills ☒ May ☒ Miller ☒
- **No:** None
- **Abstain:** None
- **Absent:** None
- **Passed** ☒

10. ED & Staff Updates

- **No Action**
- First 5 Mendocino Triple P Facilitator Tracy McGill was highlighted in the First 5 Mendocino newsletter for her interview with the Children and Youth Behavioral Health Initiative (CYBHI). McGill was brought onto the First 5 Mendocino team using the CYBHI grant funding and has been providing the first in-person Triple P classes offered since before Covid-19. McGill has been providing these classes in partnership with the Coyote Valley Band of Pomo Indians, which provide the space, meals, and childcare for the classes. These classes have been well attended. McGill is also beginning to work with the Pinoleville Pomo Nation Head Start.
- The Department of Health Care Services is currently backfilling the Path Cited 3 grant, which was used as the foundation for the Welcome Baby team. First 5 Mendocino applied



for and was awarded Path Cited 4, which will be used for vehicles for the Welcome Baby team to do home visits or to transport families with medical needs. More details will be shared in the future.

- First 5 Mendocino and Partnership Health have had collaboration meetings around the transportation challenges of rural counties, and they are interested in working with the First 5 Mendocino team to improve services.
- Health Outcomes from Positive Experiences (HOPE) invited ED Saye and Staff Rounds to collaborate on the home visiting toolkit they are creating. The contributions will be shared with the Commission when they are completed.
- Staff Rounds and Staff Anderson hosted the *First 5 Mendocino Community Hour* on local radio station KZYX in November. They discussed perinatal supports, Triple P, Community Resiliency Model, Welcome Baby, and the Raise & Shine Family Empowerment and Resource Center services. Recordings are temporarily available on the KZYX website and will be available on the First 5 Mendocino website once the page is created.
- ED Saye and Staff Carson will be hosting *The First 5 Mendocino Community Hour* in December with special guest MaryCatherine McDonald, PhD, to discuss grief. McDonald is currently providing a 3-session Grief Workshop sponsored by First 5 Mendocino.
- Staff Kohler and Staff Boek presented on Healthy Outcomes from Positive Experiences (HOPE) for Wayfinder Family Services. Attendees were a mixture of professionals, staff, and parents.
- Staff Boek has also been collaborating with an instructor at Mendocino College to provide Community Resiliency Model workshops for students.
- ED Saye spent a week in Southern California participating in training community leaders in the Community Resiliency Model (CRM) to respond to the trauma from the wildfire.
- ED Saye also discussed the CRM Youth Ambassador program that is being created by the Trauma Resource Institute. First 5 Mendocino applied for a Behavioral Health grant to work with transitional-age youth to create a peer support program focused on housing instability.
- The Welcome Baby Team has been working with families requiring complex support, including housing insecurity, substance abuse, and child welfare, as well as standard community needs like car seat checks and parent education.



- Staff Rounds reported that she worked with the first family on a child CPR class through the American Heart Association.
- Staff Rounds has also been invited to provide feedback on a Maternity Care omnibus put together by the Department of Health Care Services. Rounds has also been contributing to feedback plans from the First 5 Association, the California Breastfeeding Association, and a collaboration of providers. Opportunities to provide feedback like this can be a catalyst for change.
- A monthly Postpartum Support Group is being held in the Community Room and has been well attended. Other groups held in the Community Room include playgroups, Sibshops, SELPA groups, and parent support groups, including the recent presentation from therapists on picky eaters. The Commission encourages staff to communicate these activities with local providers. Currently, these offerings are being shared on social media and in the monthly calendar/newsletter.
- Staff Fuentes reported on recent include playgroup activities and the increase in fathers attending.
- The Commission was encouraged to save the date of April 10, 2026, for Laura Vander Noot Lipsky from the Trauma Stewardship Institute on her visit to Mendocino County to present on burnout and systems of resilient-informed care.
- A Fatherhood engagement training is in the development stage and more will be announced in this presentation about the importance of engaging fathers in child rearing and supporting partners.
- Staff Aldrich, Alvarado and Avalos-Garcia will be supporting youth who are in juvenile hall with parenting support. Aldrich will also be offering supervised visitation notetaking to some families on the Coast.
- MaryCatherine McDonald is offering a 3-session workshop addressing grief from many angles. Recordings are available to Commissioners.

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

- **No Action**



- Samples of youth tobacco prevention campaigns from Action Network's Youth Coalition were included in the agenda packet.
- A link to Form 700 was provided and the Commissioners were reminded that they need to complete the Statement of Economic Interest yearly.
- ED shared the *We the Resilient* handout she just received, which documents stories and data from American Indians and Alaska Natives in California.
- Staff Aldrich expressed her thanks to Commissioner Haschak for his support with the Positive Parenting Proclamation. Aldrich has been working on scheduling a Triple P Facilitator appreciation lunch after the Board of Supervisors votes on the Proclamation. Aldrich has also been working with Triple P to continue to advocate at the State level.
- Commissioner Updates:
 - Commissioner Bailey had no report.
 - Commissioner D'Anis has no report.
 - Commissioner Applegate expressed her appreciation for Staff and the work they do.
 - Commissioner Hills reported that the Mendocino County Office of Education (MCOE) completed its homeless gift drive. The State Preschool Consortium, which includes 17 sites, is discussing curriculum for Universal Prekindergarten (UPK), which has changed the ages of the children it serves. MCOE is also providing a Workforce Pathways program for anyone who serves children. Enrollment went from 79 last year to 110 this year. Finally, the UPK workgroup has a video project almost completed that spreads awareness of the challenges faced by all if childcare disappears.
 - Commissioner Miller reported that Mendocino County Public Health is working with MCOE on a fentanyl awareness event for all ages. The event will utilize theaters and provide childcare. Dates will be shared as more information is available.
 - Commissioner Anderson reported that the Mendocino Community Health Clinic hired a new child psychiatrist.



- Commissioner May reported that the Mendocino Coast Clinic hired a new pediatrician.
- Commissioner Haschak shared an innovative idea that Lake County put into place with the Redwood Empire Food Bank to make sure their food banks were fully stocked during the federal government shutdown. Haschak encouraged the Commissioners and Staff to bring forward ideas regarding innovative approaches to problem solving for families during the changes being implemented by current federal policy.
- Quorum Check for Upcoming Meeting: Anderson☒ Applegate☒ D'Anis☒ Haschak☒ Hills☒ May☒ Miller☒
- Commissioner Bailey will not be available.
- The meeting ended at 2:23 pm.