



Executive Committee Meeting Notes

Friday, April 10, 2026 at 3:30 p.m.

In-Person/Zoom Meeting

Commissioner(s) Present: Erica D'Anis, Tawny Bailey, Kristin Hills

Commissioner(s) Absent:

Staff/Public Present: Townley Saye, Karla Kohler

Items

1. Welcome and Introductions

Commissioner D'Anis called the meeting to order at 3:35 p.m. and welcomed participants.

2. Public Comment on Non-Agendized Items

No public comments

3. Consent Calendar (Action)

Meeting Agenda

- EC Meeting Agenda
- EC March 2026 Minutes

Motion made to accept the Consent Calendar

Motion: D'Anis **Second:** Hills

Yes: Hills, D'Anis, Bailey **No:** none **Abstentions:** none

Action Approved

4. First 5 Mendocino Strategic Plan Updates

EC will review and discuss the updated outline and provide feedback for the First 5 Mendocino Strategic Plan FY 26-31.

ED Saye explained the updated Data Dashboard and explained that it was circulated to staff for input. Changes were made to areas of the data dashboard that measure very specific data points rather than broad ones, such as the names of specific meetings rather than the number of interagency collaborations. The outcome goals were also realigned to be more achievable based on staff input. Duplicative items were streamlined. Commissioner D'Anis requested a master list of services that would be used to measure the identified outcomes. The list will be made available at the next EC meeting for review. Commissioner Hills sought clarification on how the provider workforce was being defined. ED Saye explained that any individual serving children in any capacity who attends an agency training is included because of the high-risk nature that all children in Mendocino County fall into. Clarification was made that all types of providers will be tracked across all trainings. The metrics include the volume of training hours provided, the number and types of providers who attended, and the skills acquired from the training. This last metric is a new data point that will be collected starting in FY 26-27. Commission Hills provided an updated percentage to be used to measure the final new metric. The metric to measure the amount of increased funding the County would allocate towards early childhood was removed from the Data Dashboard, since that metric does not directly correlate to the work First 5 provides. ED Saye shared that EA Kohler thought it would be helpful to have images of the deep and horizontal impact data points, so work to create those has also begun.

5. ED Updates

- **Kits for New Parents**

- F5CA has provided an update on how the kits will now be distributed and that they are working on a website that will allow local F5 Commissions to order and see who in the county is ordering.

APPROVED

- **Imagination Library**

- An extended grant was established by the state of California to cover the books for the next year at a 75% rate instead of the current 50% until June 2027. ED Saye explained the Congressional hearing details of the Strong Reader Partnership (SRP) Nonprofit and the California Library Department around funds given to the SRP to expand the Imagination Library. Those expansion dollars are currently under an audit by the Department of Finance and may have to be repaid to the California Library Department. ED Bailey inquired about the process of how books are distributed and how it relates to birth rates. ED Saye explained that it took nearly 6 years to reach the expected attrition rate and that it involves all kids from birth to 5 years old.

- **Staff and ED Review process**

- ED Saye updated the EC that the previous staff review process is still under review from the third-party HR department and will be made available at the next EC meeting. Commissioner D'Anis moved forward to discuss dates on the ED review and suggested that surveys be sent to Commissioners the first week of May after she returns from vacation. EC discussed dates and process needed for completion and agreed on the dates to send out the review and move the review to the May Commission meeting. Commissioner D'Anis confirmed that EA Kohler still has access to the surveys to update as needed.
- ED Saye shared some staff changes regarding the Welcome Baby and Raise & Shine Teams.

6. Commission Meeting Agenda (Action)

EC will review and approve the First 5 Mendocino Commission Agenda for April 27, 2026

Commissioner D'Anis commented that the agenda was difficult to read, being both in English and Spanish, and inquired about how it could be organized in a more succinct fashion. Due to Brown Act updates, best practice is to have both. EA Kohler is going to research other formats to streamline the readability of the agenda. Commissioner Hills requested an item be updated from Kindergarten Readiness to State of the Child. Hills confirmed that she will present the findings to the Commission at the next meeting.

Motion made to approve the agenda with recommended changes

Motion: D'Anis **Second:** Bailey

Yes: Hills, D'Anis, Bailey **No:** none **Abstentions:** none

Action Approved

7. EC Quorum Check

The EC will confirm the next meeting date and time.

The next EC meeting is scheduled for May 1, 2026, from 3:30 PM to 4:30 PM. Commissioner D'Anis will not be able to attend.

Commissioner D'Anis adjourned the meeting at 4:27 p.m.

Next EC Meeting May 1, 2026 at 3:30 pm.

Next Commission Meeting April 27, 2026