

APPROVED MEETING MINUTES

PUBLIC SESSION

Call to Order at 3:30 p.m.

Roll Call-

-Commissioners and Staff Present: Chair- Sally Sokoloski, Vice-Chair- Melinda Staples, Jamie Bartolome, and Melissa Shaw. Executive Director (ED)- Ericka Summers, Robin Timoszyk, Rita Baker, and Carmen Rodriguez
-Excused: Commissioner Matt Ricardy, Jon Messick, and Rob Gregor

*****Public Comment:** None

- 1 Discussion/Action Items:** Approval of April 25, 2024, Commission Meeting Minutes
 - Motion by Commissioner Bartolome to approve the April 25, 2024, Commission Mtg Minutes.
 - Second by Commissioner Staples.
 - Roll Call Vote
 - Ayes: Commissioner Sokoloski, Bartolome, Staples, and Shaw
 - Nay/Abstain: None
 - Motion carried.

- 2 Consider Administrative Contract:** The recommendation of the Executive Director is that the Commission approve a three-year contract with Jensen Smith Certified Public Accountants for auditing services fiscal years ending June 30, 2024-2026.
 - Motion by Commissioner Staples to approve the Administrative Contract with Jensen Smith Certified Public Accountants with a three-year contract.
 - Second by Commissioner Bartolome.
 - Roll Call Vote
 - Ayes: Commissioner Sokoloski, Bartolome, Staples, and Shaw
 - Nay/Abstain: None
 - Motion carried.

- 3 Final Reading of Draft 24/25 Annual Budget and Long-Range Financial Plan:** The ED reviewed the final 24/25 Annual Budget. Prop 10 fund expenditures for the following categories: Program (72%), Administrative (20%), and Evaluation (8%). Strategic Partners were told to and did reduce their budgets by 10% for the 2024-2025 FY. The Mini Grants were eliminated. The major increase in Salaries & Benefits was including a 3% COLA and a county wide Salary study which increased all county positions to market rate, A-87 costs increased, as well as current upfront IT network fees.
 - Motion by Commissioner Staples to approve the proposed budget for FY 2024-2025 and the Long-Range Financial Plan for FY 2024-2028.
 - Second by Commissioner Bartolome.
 - Roll Call Vote
 - Ayes: Commissioner Sokoloski, Bartolome, Staples, and Shaw
 - Nay/Abstain: None
 - Motion carried.

- 4 Executive Director Monthly Activity Report:** ED gave the commission a brief update on administration, program, special committee, and outreach activities.

The meeting was adjourned at 4:40 p.m.

Next Regular Commission Meeting

Monday, August 22, 2024, 3:30 p.m. - 5:30 p.m.