

**DRAFT MINUTES Regular Executive Committee Meeting**

First 5 Commission of Yuba County

Date: Monday, February 7, 2022

Time 4:00 PM

Location: Virtual



**Public Session**

1. **Call To Order:** Commissioner Gordon called the meeting to order at 3:58 PM.
  - > Commissioners Present –Tony Gordon and Sally Sokoloski
  - > Staff Present: Executive Director (ED), Ericka Summers, and Program Specialist, Robin Timoszyk
2. **Public Comment:** None
3. **Operational Discussion/Action Items:**
  - a. **Approve October 4, 2021, Exec Committee meeting minutes** - Motion by Commissioner Sokoloski to approve May 18, 2021, Executive Committee Meeting Minutes.  
Second: Tony Gordon  
  
*\*Motion approved October 4, 2021 meeting minutes*
  - b. **Executive Committee Meeting Times / Dates** – Ericka Summers asked the members if they were ok with the meetings being in the afternoon or if they would prefer the meetings in the morning. Sally Sokoloski and Tony Gordon stated that morning works best for them. This was agreed, and the time for each Executive Committee Meeting will be the 1<sup>st</sup> Tuesday of the month at 9:30 a.m. Carmen Rodriguez will send an updated calendar invite to align with this change.
  - c. **Review Commission meeting agenda (02.24.22)** - Ericka Summers reviewed the agenda for the upcoming Commission Meeting on February 24.
4. **Mini Grant Snapshot** – Staff provided an update of Mini-Grant applications through 02/2022. One complete application was received. Currently, three advisory committee members have scored, and the score is 39 out of 35. Although still needs one more score to see if it will pass. The last time for all applications is February for the 2021/2022 fiscal year. There will be a remainder of funds left over this year.
5. **Mid-Year Budget Review-** Executive Director provided an update on the mid-year YTD and the draft Mid-Year Budget. She gave an overview of all the changes and asked if the Executive Committee agreed to present the draft budget at the Commission Meeting.
6. **ADJOURNMENT:** The meeting adjourned at 4:36 PM

**Next Regular Executive Committee Meeting:** Monday, April 4, 2022, 9:30 a.m. – 11:00 a.m.