

EXECUTIVE COMMITTEE MEETING
Regular Meeting Agenda(VIRTUAL)
Monday, February 7, 2022
4:00 p.m. – 5:00 p.m.

Precautions to address COVID-19 (a.k.a. the “Coronavirus”) will apply to this meeting.

See below for additional details.

As authorized by Governor Newsom’s Executive Order, N-25-20, dated March 12, 2020, the meeting will be held via teleconferencing with members of the Commission attending from separate remote locations. The Public’s health and well-being are the top priority for the First 5 Yuba County Children & Families Commission, and you are urged to take all appropriate health safety precautions.

The meeting will be live-cast via Zoom where members of the public shall have the right to observe and offer public comment. This altered format is in observance of the recommendation by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

<https://us02web.zoom.us/j/87866793603?pwd=UUEzd0ZsSXcremM2REdzazM4c3MvUT09>

Meeting ID: 878.6679 3603 Passcode: 681108

One tap mobile +16699009128,,87866793603#,,,,*681108# US (San Jose)

Executive Committee members include the current Chair, Vice Chair and Executive Director. The Executive Committee meets with staff to review operations, financials and prepare Commission meeting agendas.

PUBLIC SESSION

1. Call to Order:
Members: *Tony Gordon, Sally Sokoloski, Ericka Summers, Robin Timoszyk, & Carmen Rodriguez*
2. Public Comment
3. Operational Discussion
 - a. Review and approve October 4, 2021 Exec Committee meeting minutes
 - b. EC dates/times
 - c. Review Commission meeting agenda (02.24.22)
4. Mini Grant Snap Shot 02.2022
5. Mid-Year Budget Review
 - a. Overview & Recommendations
6. Adjournment

Next Executive Regular Executive Committee meeting:
Monday, April 4, 2022 4:00 p.m. - 5:00 p.m.

The complete agendas, minutes and supporting material are available for public review at First 5 Yuba, 1114 Yuba Street, Suite 141, Marysville CA 95901. Agendas are posted at the Yuba County Government Center, 915 8th Street, Marysville CA 95901. Please contact the office to be added to the email distribution list (530) 749-4877 or send an email to first5@co.yuba.ca.us.

The Commission, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the Commission meeting due to disability, contact First 5 Yuba at (530) 749-4877 at least one business day prior to the scheduled meeting to ensure that we may assist you.

DRAFT MINUTES Regular Executive Committee Meeting

First 5 Commission of Yuba County

Date: Monday, October 4, 2021

Time 4:00 PM

Location: Virtual

Public Session

- 1. Call To Order:** Commissioner Arnold called the meeting to order at 4:00 PM.
 - > Commissioners Present –Melinda Staples, Jim Arnold
 - > Staff Present: Executive Director (ED), Ericka Summers, Program Specialist, Robin Timoszyk, and Office Specialist, Carmen Rodriguez

- 2. Public Comment:** None

- 3. Operational Discussion/Action Items:**
 - a. **Review and approve May 18, 2021 Exec Committee meeting minutes** - Motion by Commissioner Staples to approve May 18, 2021 Executive Committee Meeting Minutes.
Second: Jim Arnold
May Executive Committee Meeting Minutes approved

 - b. **New Brown Act Regulations- AB 361** – Executive Director provided update on recent legislation that amends the Brown Act in relation to teleconference meetings. If the Commission desires to continue with fully online or hybrid meetings they must approve a resolution in line with AB361 and renew it every 30 days. Once the initial resolution is enacted the item may move as a consent item on each agenda thereafter.

 - c. **Review Commission meeting agenda (10.28.21)** - Ericka Summers reviewed the agenda for the upcoming Commission Meeting on October 28. Chair reminded staff that he will not be in attendance that date so Vice Chair will preside. Ericka advised the committee that we have a vacant seat, Commissioner Marshall left the County. The need to maintain quorum for the length of the meeting was underscored

- 4. Mini Grant Snapshot** – Staff provided an update of Mini Grant applications through 10/1/21. Seven complete applications were received. Four are with the scoring committee and the other three were recommended for funding. Requests this period total \$22,450.00.

- 5. Updates on Communications RFQ-** Executive Director provided update on the RFQ for communications. It was released 9/20/21 and submissions are due by 5pm October 13. ED plans to conduct an internal review of applicants and provide a recommendation to the Commission at the October meeting

- 6. ADJOURNMENT:** Meeting adjourned at 4:19 PM

Next Regular Executive Committee Meeting: Monday, December 6, 2021 4:00PM – 5:00PM

**First 5 Yuba 2021-22 Mini Grant Snapshot
As of February 23, 2022**

Agreement #	Grantee	Project	Category	Approval Date	Amount Requested	Amount Awarded	Comments
MG22-101	Kayla Jones	Little Library	cc provider	10/28/2021	\$1,450.00	\$1,450.00	
MG22-102	REST	Support for 21-22 Season	Agency	10/28/2021	\$4,000.00	\$4,000.00	
MG22-103	Marysville Youth and Civic Center	Infant Toddler Room	Agency	10/28/2021	\$2,000.00	\$2,000.00	
MG22-104	Destiny Waltermire	Whole Child Learning Program	cc provider	10/28/2021	\$3,000.00	\$3,000.00	
MG22-106	Beale Family Support Boosters	EFMP Program	Agency	10/28/2021	\$4,000.00	\$4,000.00	
MG22-107	KeAirya Miller	LEAP Academy Whole Child Program	cc provider	10/28/2021	\$4,000.00	\$4,000.00	
MG22-108	City of Marysville	Gavin Park upgrade	Agency	12/17/2020	\$3,283.68	\$3,283.68	
MG22-109	Araceli Ferreyra Rodriguez	Outdoor Area Upgrade	cc provider	12/17/2020	\$4,000.00	\$4,000.00	
MG22-112	Karen Orozco Gray	Spanish Parent Videos	Agency	12/17/2020	\$3,016.41	\$0.00	
Totals as of February 23, 2022					\$3,016.41	\$25,733.68	

\$25,733.68 Total Awarded through 02/23/2022

Initial Mini Grant Funds Budgeted \$40,000.00
 Total Funds Awarded to date \$25,733.68
 \$14,266.32

Total Funds Awarded \$25,733.68
 Less Total Funds Utilized \$0.00
Funds Remaining \$25,733.68

Maximum possible funds requested \$3,016.41
Funds Remaining if all requests granted \$11,249.91

	Allocated	Approved	Pending Approval	Remaining
Childcare Provider	\$15,000.00	\$12,450.00	\$0.00	\$2,550.00
Agency	\$25,000.00	\$13,283.68	\$3,016.41	\$8,699.91

**FIRST 5 YUBA COUNTY
FIRST 5 COMBINE BUDGET
Draft Mid Year 2021/2022**

	General (prop10)	CTCP	IMPACT	HV-FFCA	Total Combine Budget	
110-5500-361-6200	Revenue - Prop. 10 (Includes 56)	830,327.00			\$ 830,327.00	
110-5500-361-6200	Revenue- Grant Awards (CDPH, FFCA)		240,206.00		\$ 240,206.00	
110-5500-363-7400	Revenue - Other (Non- Gov't Grants)		71,009.00	149,586.00	\$ 220,595.00	
110-5500-351-3000	Interest Income & SMIF	3,000.00			\$ 3,000.00	
TOTAL REVENUE		833,327.00	240,206.00	71,009.00	149,586.00	\$ 1,294,128.00

110-5500-451-0101	Salaries - Regular	153,372.00	88,787.00	35,162.00	49,668.60	\$ 326,990.00
110-5500-451-0201	Benefits - Co Share PERS UAL	30,378.00	18,226.50		12,151.20	\$ 60,756.00
110-5500-451-0202	Benefits - Co Share PERS Normal	13,602.50	4,979.50		3,662.50	\$ 22,245.00
110-5500-451-0204	Group Health Insurance	24,570.00	12,051.00		11,523.00	\$ 48,144.00
110-5500-451-0205	Medicare	2,890.50	1,041.50		766.00	\$ 4,698.00
110-5500-451-0206	Workers Comp Insurance	2,667.00			1,700.00	\$ 4,367.00
110-5500-451-0207	Life Insurance	228.00	120.00		80.00	\$ 428.00
110-5500-451-0208	Unemployment Insurance	588.00	216.00		159.00	\$ 963.00
110-5500-451-0209	Retiree Healthcare Insurance	1,749.00				\$ 1,749.00
Total Salaries & Benefits		230,045.00	125,421.50	35,162.00	79,710.30	\$ 470,340.00
110-5500-451-1200	Communications	2,300.00	561.00			\$ 2,861.00
110-5500-451-1500	Insurance	6,400.00				\$ 6,400.00
110-5500-451-1700	Network Fees	5,022.00	1,469.00			\$ 6,491.00
110-5500-451-2000	Memberships	5,000.00	375.00			\$ 5,375.00
110-5500-451-2200	Office Expense	2,000.00	4,068.00	3,000.00	4,000.00	\$ 13,068.00
110-5500-451-2300	Professional Services - Administration	24,000.00				\$ 24,000.00
110-5500-451-2400	Publications	500.00				\$ 500.00
110-5500-451-2500	Rents & Leases - Equipment	1,663.00				\$ 1,663.00
110-5500-451-2600	Rents & Leases - Building	18,645.78	7,104.00			\$ 25,750.00
110-5500-451-2700	Minor Equipment	2,000.00		3,825.00	2,750.00	\$ 8,575.00
110-5500-451-2900	Travel	2,000.00	3,163.00	3,000.00	2,350.00	\$ 10,513.00
110-5500-451-4000	Responsive Discretionary Fund- Emergency Hold Harmless	10,000.00				\$ 10,000.00
110-5500-451-5301	County Administrative A-87 Charges	31,136.00				\$ 31,136.00
Total Operating Expenses		110,666.78	16,740.00	9,825.00	9,100.00	\$ 146,332.00
110-5500-451-2300	Professional Services -Child Health & Development	150,735.00				\$ 150,735.00
110-5500-451-2300	Professional Services - Resilient Families	231,768.00				\$ 231,768.00
110-5500-451-2300	Professional Services - Quality Early Learning	71,000.00				\$ 71,000.00
110-5500-451-2300	Professional Services - Systems of Care	5,000.00				\$ 5,000.00
110-5500-451-2300	Professional Services - GRANT Program Supports		21,206.00	17,500.00	40,522.72	\$ 79,229.00
110-5500-451-2300	Mini Grant Program	40,000.00				\$ 40,000.00
110-5500-451-2300	Community Outreach, Education & Advocacy	40,000.00				\$ 40,000.00
Total Program Strategic Priority Area Expenses		538,503.00	21,206.00	17,500.00	40,522.72	\$ 617,732.00
110-5500-451-2300	External Evaluators	25,000.00	33,024.00			\$ 58,024.00
110-5500-451-2300	Data System Management- Online Portal	30,208.00				\$ 30,208.00
Professional Services - Evaluation		55,208.00	33,024.00	0.00	0.00	\$ 88,232.00
TOTAL EXPENDITURES		934,422.78	196,391.50	62,487.00	129,333.02	\$ 1,322,636.00

	Net Increase/(Decrease)	(101,095.78)	43,814.50	8,522.00	20,252.98	\$ (28,508.00)
	Fund Balance at Beginning of Year	45,000.00				\$ 45,000.00
	Fund Balance at End of Year	(56,095.78)	43,814.50	8,522.00	20,252.98	\$ 16,492.00
110-5500-372-9901	Operating transfer in from 210 endowment	101,095.78	(43,814.50)	(8,522.00)	(20,252.98)	\$ 28,508.00
	Adjusted 110 Fund Balance at End of Year	45,000.00				\$ 45,000.00

Total Revenue \$ 1,322,636.00
Total Expenditure \$ 1,322,636.00