

APPROVED MINUTES

First 5 Yuba County Children and Families Commission
Regular Meeting (Virtual) Minutes, February 24, 2022

CALL TO ORDER: *Commissioner Staples called the meeting to order at 3:33 PM.*

> **COMMISSIONERS PRESENT –**

*Commissioner Gordon
Commissioner Sokoloski
Commissioner Arnold
Commissioner Staples
Commissioner Bradford
Commissioner Thurman*

> **STAFF PRESENT –**

*Ericka Summers
Robin Timoszyk
Carmen Rodriguez
Rita Baker
Sarah Kotko*

> **COMMISSIONERS EXCUSED –**

Commissioner Reveles

PLEDGE OF ALLEGIANCE: *The group conducted a virtually Pledge of Allegiance, and Commissioner Gordon presented a flag.*

PUBLIC COMMENT: *No public comments received.*

1. Consent / Action- Resolution Regarding Teleconferencing in Accordance with AB361

2. Consent / Action- Approval of Minutes for December 16, 2021

Motion by Commissioner Arnold to approve the Consent Agenda.
Second: Commissioner Bradford

Roll Call Vote:

Ayes: Commissioner Arnold, Gordon, Bradford, Sokoloski, Staples, and Thurman
Nay/Abstain: None

Motion passed.

3. Public Hearing: Review of First 5 CA Annual Report for FY 2020-2021

Public hearing opened and closed. No comments or discussion.

4. Public Hearing: Annual Review of the County Strategic Plan 2021-2024

Public hearing opened and closed. No comments or discussions. No recommendation for changes at this time.

5. Discussion: Special Presentation: Communication Plan

Kary Hauk presented an overview and slideshow of the Communication Plan. This plan was also presented to the Advisory Committee, and they provided feedback. The commission liked the plan and strategies to reach harder-to-reach populations and communities.

6. Discussion/Action: Mid-Year Budget Review

- Revenue
 - Prop 10- Received about 60% off the annual projection.
 - Grant Revenue is up because of rollover from last year, which is the reason for most of the Midyear changes.
 - Rita secured a Mini-Grant for \$2,500 for the support of FFNs and will be implementing projects as soon as allocations are received.
- Salaries and Benefit: Prop 10 went down due to the changes of FTE in the external grants, but Salaries increased slightly overall.
- Operating Expenses:
 - Professional Svcs- Operating: reduced by \$2,463.33 due to the minimal use of the legal counsel and external auditor fees. These cost savings will be moved to Evaluation.
 - Building Rent increased by \$550 due to an increase in the monthly rent agreement.
- Program Expenses:
 - *Most changes done are minimal changes.

- Systems of Care (Help Me Grow): In Dec.2021 Commission approved the reallocation of \$5,000 to cover costs of the Communication Plan, increasing to \$40,000.
- Mini Grant program had an unallocated fund balance of ~\$14,000. This amount was reallocated to Community Outreach, Education, Advocacy Budget (11,000), and Systems of Care (Help Me Grow) budgets of \$3,000 (see attached budget breakdowns)
- Evaluation Expense: increase \$2,463.33 to support the new online evaluation program data management.

Motion by Commissioner Sokoloski to approve the changes for Mid-Year Budget and allow Executive Director to carry out all functions or and/any-minor changes necessary to finalize the Budget.

Second: Commissioner Arnold

Roll Call Vote:

Ayes: Commissioner Arnold, Gordon, Bradford, Sokoloski, Staples, and Thurman

Nay/Abstain: None

Motion Passed: Mid-Year Budget Changes.

7. Discussion/Action: Contract Amendment with Social Solutions

ES is asking to amend the contract with Social Solutions to add one additional Administrative user and three end user account, which totals of \$12,871 over the course of the 4-year contract. This would be for possible new partners since there is still funds available in certain areas for the Strategic Plan. FY 21-22 increase of \$2,463.33.

Motion by Commissioner Bradford to approve amendment with the contract of Social Solutions

Second: Commissioner Staples

Roll Call Vote:

Ayes: Commissioner Arnold, Gordon, Bradford, Sokoloski, Staples, and Thurman

Nay: None

Motion approved the amendment with the contract with Social Solution Global (Apricot 360).

8. Discussion: Special Presentation: First 5 Yuba Grant Programs

Sarah Kotko- Building Resilient Families Grant: She gave an update on program success over the last year.

Rita Baker gave the update of the three programs she oversees including Bi-County Home Visiting Collaborative, IMPACT, & Help Me Grow programs and highlighted program successes.

**Commissioner Arnold left at 4:45 pm.*

9. Discussion- Executive Director Monthly Activity Report

Executive Director Summers provided the commission with a brief administration, program and special committee's updates and outreach.

Commissioner Bradford moved to adjourn. Commissioner Staples second.

MEETING ADJOURNED AT 4:51 PM

Next Commission Meeting is scheduled for April 28, 2022.