



Regular Executive Committee Meeting

First 5 Commission of Yuba County

Friday, September 26, 2025

11:30 a.m. - 12:30 p.m.

MEETING MINUTES/NOTES

Public Session

1) Call To Order at 11:30 a.m.

- *Members Present –Chair Sally Sokoloski, Vice Chair (VC)- Melissa Shaw, Executive Director (ED) Ericka Summers and Office Specialist Carmen Rodriguez*

Public Comment: None

2) Operational Discussion:

- a) Review August 1, 2025, Committee meeting minutes with correction. - Approved
 - i) *Motion – by Chair Shaw*
 - ii) *2nd – Vice Chair Sokoloski*
- b) Review Commission Meeting Agenda (10/23/25)
 - i) *Committee reviewed the upcoming agenda.*
 - ii) *Noted that the current audit is being delayed due to the Auditor-Controller's Office transitioning to a new financial system.*
 - iii) *This may delay final approvals currently scheduled for Oct 2025. This may need to be pushed to Dec. meeting.*
 - iv) *An extension request was submitted by the ED to SCO and First 5 CA on 9.25.25*
- c) Office Management
 - i) *Update: A new part-time employee has been hired.*

3) 2025/2026 Budget:

- a) *Updated EC on current budget status.*

4) Strategic Planning Updates

- a) Data collection- Approximately 120 surveys have been completed to date.
- b) Summit- Possible postponement depending on input from financial Consultant. EC agreed to postpone Summit to align with Financial Consultant involvement is possible. Discussed Dec or Early Jan.
- c) Focus group- The office is actively coordinating upcoming sessions for Partners and Parents

5) Programming Updates

- a) *Updates on the HMG events have been very positive and well received with community schools*

6) Adjournment: 12:04p.m.

**Next Regular Executive Committee Meeting:
Monday, December 1, 2025, 9:30 a.m. – 10:30 a.m.**