



## **APPROVED MINUTES Regular Executive Committee Meeting**

First 5 Commission of Yuba County

Date: Monday, February 6, 2023

Time 9:30 AM

Location: Virtual

### **Public Session**

1. **Call To Order** at 9:40 AM.
  - > **Commissioners Present** –Sally Sokoloski & Jim Arnold
  - > **Staff Present:** *Executive Director (ED) Ericka Summers and Program Specialist Robin Timoszyk*

**Public Comment:** *None*

### **2. Operational Discussion/Action Items:**

- a. **Review and approve December 5, 2022, Executive Committee meeting minutes**  
*No discussions or changes. December Executive Committee Meeting Minutes approved.*
- b. **Review Executive Committee Meeting Dates and Times**  
*No change to dates or times listed on the 2023 meeting calendar approved by the Commission in December 2022*
- c. **Review Commission meeting agenda (2.23.23)** - Ericka Summers reviewed the agenda for the upcoming Commission Meeting. Primarily statutory requirements.
- d. **Strategic Partner Update** – YES Charter status reviewed. ED advised the committee of the Program Improvement Plan, including professional development, outlining the scope and intent for parents. First 5 staff will conduct monthly check-in meetings through the end of this fiscal year. The program was on hold from early December until early January as a School Readiness program. Noted that invoices are being held for payment until the end of the fiscal year. Staff will present findings later in the year and ask for direction on whether or not to continue the agreement.

### **3. Mid-Year Budget Review**

- a. **Overview and Recommendations** – Ericka shared the mid-year budget, including additional funds from the Home Visiting grant and line item adjustments for the CTCP grant. Staff also looked at savings that can be realized from Prop 10 funds as well; Ericka advised the committee that the 22-23 budget did not include the rollover for the Communication Plan agreement that was extended from June 2022 – August 2022. Even without that rollover, we are on target to stay within our budgeted amount without increasing the line item. May also pull back on sponsorships for the remainder of the year to provide additional cost savings.

### **4. ADJOURNMENT:** The meeting adjourned at 9:58 AM

**Next Regular Executive Committee Meeting**

Monday, April 3, 2023 9:30 AM