

## APPROVED MINUTES

First 5 Yuba County Children and Families Commission  
Regular Meeting Minutes, June 24, 2021  
\*Virtual

**CALL TO ORDER:** *Commissioner Staples called the meeting to order at 3:34 PM.*

- > Commissioners Present –
  - Commissioner Staples*
  - Commissioner Fuhrer*
  - Commissioner Gordon*
  - Commissioner Marshall*
  - Commissioner Sokoloski*
- > Excused –
  - Commissioner Arnold*
  - Commissioner Reveles*
- > Staff Present: *Ericka Summers, Robin Timoszyk, Carmen Rodriguez, Rita Baker, and Sarah Kotko*
- > *Pledge of Allegiance: The group passed as the meeting was conducted virtually and no flag was present.*

**PUBLIC COMMENT:** None

Introduction of the New Commissioner Megan Marshall who is taking over Dr. Homer Rice position as The Health and Human Services Deputy Director – Health Department.

### **Item 1: Action- Approval of Minutes for May 27, 2021**

Motion by Commissioner Sokoloski to approve the May 27, 2021 Commission Meeting Minutes.  
Second: Commissioner Gordon

Roll Call Vote:

Ayes: Commissioner Staples, Fuhrer, Gordon, Sokoloski,

Nay: None

Opposed/Abstained: None

Commissioner Marshall recused, as she was not present

*Motion approved- May 27, 2021, Commission Meeting Minutes adopted with no revisions.*

### **Item 2: Action – Final Reading of FY 2021-2022 Budget & 2021-2026 Long Range Financial Plan**

The ED reviewed for the Commission and made recommendations on the final 2021-2022 Budget and the Long Range Financial Plan pursuant to Health and Safety Code Section 130140(d)(3). In addition the ED reviewed Annual Prop 10 fund expenditures for the following categories; Program (74%), Administrative (16%), and Evaluation (10%).

Motion by Commissioner Gordon to approve the FY 2021-2022 Budget.

Second: Meghan Marshall

Roll Call Vote:

Ayes: Commissioner Staples, Fuhrer, Gordon, Marshall, Sokoloski

Nay: None  
Opposed/Abstained: None  
*Motion to approved- FY 2021-2022 Budget adopted.*

Motion by Commissioner Sokoloski to approve the 2021-2026 Long Range Financial Plan.  
Second: Gordon

Roll Call Vote:  
Ayes: Commissioner Staples, Fuhrer, Gordon, Marshall, Sokoloski  
Nay: None  
Opposed/Abstained: None

*Motion to approved- FY 2021-2026 Long Range Financial Plan adopted.*

Public hearing closed no further discussion.

**Item 3: Strategic Partner Contracts 2021-2024:** Commissioners reviewed final contracts including budgets for Strategic Partners.

9 applications were approved at the June 2021 meeting. Out of the nine(9), three(3) of the contracts are ready and the other six(6) contracts will be ready at the August 2021 Commission Meeting and services will be retroactive to July 1, 2021.

Motion by Commissioner Gordon to approve Strategic Partner contracts with program services that align with the 2021-2026 Strategic Plan and authorize the Executive Director to manage, assign operational and administrative duties.  
Second: Meghan Marshall

Roll Call Vote:  
Ayes: Commissioner Staples, Fuhrer, Gordon, Marshall, Sokoloski  
Opposed/Abstained: None  
*Motion approved - Strategic Partner contracts and to authorize Executive Director to manage operational and administrative duties.*

**Item 4: Request for Qualifications – Data Management Systems:** The Commission reviewed the recommendations for a vendor to establish and host an online data management system for internal and external data systems and evaluation management.

ED reviewed the RFQ process, Vendor selection and program overview. The Ed introduced Nick Musillami, Vice President of sales, to answer any question or concerns of the system. The commission had positive comments about the process and vendor selected.

Motion by Commissioner Sokoloski to approve the contract agreement with Social Solutions Global and have the Executive Director carry out the administrative duties.  
Second: Commissioner Gordon

Roll Call Vote:  
Ayes: Commissioner Staples, Fuhrer, Gordon, Marshall, Sokoloski  
Opposed/Abstained: None  
*Motion approved- Contract agreement with Social Solutions Global Inc.*

**Item 5: Discussion/Action- Evaluation Services – Contract Review:**

ED reviewed and made recommendations on Sole Source evaluation services contract for FY 2021-2026 with Applied Survey Research in alignment with the 2021-2026 Strategic Plan. ED explained that ASR has also be working with other programs, such as Building Resilient Families program and First 5 CA Home Visiting, program to provide contracted evaluation services in the next 5 years.

Motion by Commissioner Gordon to approve the contract agreement with Applied Survey Research beginning July 2021 and ending June 2026.

Second: Commissioner Marshall

Roll Call Vote:

Ayes: Commissioner Staples, Fuhrer, Gordon, Marshall, Sokoloski

Opposed/Abstained: None

*Motion approved- contract agreement with Applied Survey Research FY 2021-2026.*

**Item 6: Discussion- Executive Director Monthly Activity Report**

Executive Director Summers provided the commission with a brief administration, program and special committee's updates and outreach for the May, June and July 2021.

**Topics included:**

1. Advisory Committee Meeting held June 1, 2021
2. Submitted letter of Engagement with External Auditor and audit will be early September.
3. Sponsorships for the end of the FY20/21
  - a. Gold Sox - First 5 Thursdays - Free admission for children on 5 years of age on Thursdays.
  - b. Yuba Sutter Fair – in collaboration with Sutter County Families and Children's Commission.
  - c. Peach Festival and providing a children's area

**MEETING ADJOURNED AT 4:25 PM**

**Next Commission Meeting is scheduled for August 26, 2021.**