

APPROVED MINUTES

First 5 Commission of Yuba County

Regular Meeting, Thursday August 27, 2020

Virtual

OPEN SESSION CALL TO ORDER: *Commissioner Arnold called the meeting to order at 3:30pm*

- > *Commissioners Present – Jim Arnold, Gary Bradford, Tony Gordon, Sally Sokoloski, Melinda Staples, Francisco Reveles*
- > *Excused – Homer Rice*
- > *Staff Present: Ericka Summers, Robin Timoszyk,*
- > *Pledge of Allegiance: The group passed as the meeting was conducted virtually and no flag was present.*

PUBLIC COMMENT: None

Special Note: Brown Act Best Practice for Virtual Meetings: Staff advised all present that moving forward commission votes would be by roll call in keeping with best practices for complying with open meeting laws.

Item 1: Consent Agenda

Approval of the Minutes of the June 25, 2020 Regular Commission Meeting

Motion by Commissioner Bradford to approve minutes as presented

Second: Commissioner Sokoloski

Vote: 6/0

Ayes: Arnold, Bradford, Gordon, Sokoloski, Staples, and Reveles

Nays: None

Abstain: None

Item 2: Discussion/Action

First 5 Policies and Procedure Review & Approval

The commission received updates in relation to *Section 204 Contracting and Procurement* and *Section 305 Allowable Expenditures*.

- Revisions to section 204 reflect the addition of the Responsive Emergency Funds grant category and delineate how access to those funds are triggered.
- Revisions to section 305 clarify that allowable food expenditures by grant recipients should follow the U.S. Department of Agriculture (USDA) Dietary Guidelines for

Americans and The California Department of Education (CDE) Nutrition Services Division (NSD) Child and Adult Food Care Program (CACFP).

Motion by Commissioner Bradford to approve recommended changes to the First 5 Yuba Policies and Procedures Manual.

Second by Commissioner Staples

Ayes: Arnold, Bradford, Gordon, Reveles, Sokoloski, and Staples

Nays: None

Abstain: None

Item 3: Discussion/Action

Advisory Committee Application Review

Commission reviewed the application from Katheryn (Katie) Keith for a position as a First 5 Advisory Committee Member – Family Support Representative. Katie is a long term resident of Yuba County and currently resides in the Browns Valley area. She has raised 4 children in Yuba County and is involved in the local school system, faith community and other community groups. Katie recently ran a local family childcare home until she decided to return to school to get her bachelors in Marriage and Family Counseling. She is also an active member of the National Council on Family Relations.

Motion by Commissioner Sokoloski to approve and appoint Katie Keith to the First 5 Yuba Advisory Committee.

Second by Commissioner Staples

Ayes: Arnold, Bradford, Gordon, Reveles, Sokoloski, and Staples

Nays: None

Abstain: None

Item 4: Discussion

New Office Location

Commissioner Reveles recused himself from this item. Executive Director (ED) provided an update on availability of possible suitable office space in the Yuba County Office of Education, Yuba County One Stop Building. ED requested feedback and comments from the commissioners. The commissioners indicated support remaining in the existing building if suitable space becomes available. Some remodeling may be necessary but other locations do not include items covered in the existing lease and would cost substantially more.

Item 5: Discussion

Monthly Activity Report

Executive Director reviewed department activities for July and August including the following:

- Strategic Partner meeting was held July 29, 2020. All partners are continuing to evaluate and shift programming to meet the current situation. Evaluation tools have been modified to work in these new settings
- Mini Grants were released August 20th with \$15,000 allotted for childcare providers and \$25,000 for community based organizations. The scoring matrix was revised to reflect the new application categories. The initial meeting will be conducted online and recorded for on demand viewing. The first application deadline is October 1st.
- Nicotine-based Vape Tax is moving forward but does not include backfill for Prop 10 so should anticipate a decrease in funding
- Strategic Planning – the community survey is active, two focus groups scheduled within the next week.
- Office Specialist interviews were held August 26th. Selection is in final screening process.
- In collaboration with First 5 Yolo and Sutter, successfully applied for and was awarded 1 of 7 grants from Lucille Packard Foundation to support the resilience of Family, Friend, and Neighbor (FFN) Caregivers during COVID-19. This grant's goal is to support FFN's with training, support, and technology.
- COVID Response (CARES Act Funding) First 5 has worked with the County CAO's office to develop a plan and programming for use of CARES Act funds within the Childcare community. On Tuesday, 8/25/2020, the BOS approved \$250,000 Childcare Relief Program Funding to ensure that childcare businesses remain open, re-open or expand services in safe, quality and suitable learning environments to meet the increased demand for childcare for working families and increase provider capacity to assist school age children with distance learning. The funds will be administered by Children's Home Society and reviewed through an application process. First 5 Yuba will administer the technology intervention of this grant in alignment with the Packard Foundation Grant.

Closed Session

Public Employee: Employment relations discussion- pursuant to Government Code

Section 54957. Entered closed session at 4:09 P.M. Returned to Open Session at 4:11P.M. with no announcement.

MEETING ADJOURNED AT 4:12PM