

## **APPROVED MINUTES**

First 5 Commission of Yuba County

Thursday June 28, 2018

3:30 p.m. – 5:30 p.m.

Yuba County Government Center – Wheatland Conference Room

**OPEN SESSION CALL TO ORDER:** *Chair, Sokoloski called the meeting to order at 3:30 p.m.*

- > *Commissioners Present – Sally Sokoloski, Francisco Reveles, Homer Rice, Jim Arnold and Melinda Staples*
- > *Absent- Gary Bradford*
- > *Staff Present: Analicia Perez and Robin Timoszyk*
- > *Pledge of Allegiance led by Chair Sokoloski*

## **PUBLIC COMMENT/HEARING:**

No Comments

### **Item 1: Action**

#### **APPROVAL OF THE MINUTES OF THE COMMISSION MEETING- April 26, 2018**

**Motion: Commissioner Rice**

**Second: Commissioner Arnold**

**Vote: Motion Carried 5-0**

**Ayes: Rice, Arnold, Staples, Sokoloski, Reveles**

A Commissioner found a typo on the April Commission meeting minutes and was corrected.

### **Item 2: Discussion/Action**

#### **APPROVE FINAL 18-19 ANNUAL BUDGET AND LONG RANGE FINANCIAL PLAN**

**Motion: Commissioner Arnold**

**Second: Commissioner Staples**

**Vote: Motion Carried 5-0**

**Ayes: Rice, Arnold, Staples, Sokoloski, Reveles**

The Commission reviewed the 2018-2019 annual budget and long range financial plan. The revenue projections from state are 9% higher than originally anticipated. The expenditures that will increase are printer lease, rent lease and salaries. The Commission had no further comments and approved the 18-19 annual budget and long range financial plan.

**Item 3: Discussion/Action**

**RELEASE MINI-GRANT FUNDS FOR 18-19**

**Motion: Commissioner Rice**

**Second: Commissioner Staples**

**Vote: Motion Carried 5-0**

**Ayes: Rice, Staples, Sokoloski, Reveles, Arnold**

The Commission reviewed the press release and documents for mini-grant 2018-2019 fiscal year. Robin Timoszyk mention child care providers have shown an interest in applying for the mini-grants this fiscal year. The Commission is pleased with process the mini-grants have been handled by our Program Specialist Robin Timoszyk and approved the mini-grant press release for 2018-2019.

**Item 4: Discussion/Action**

**EVALUATION CONTRACT AMENDMENT**

**Motion: Commissioner Arnold**

**Second: Commissioner Staples**

**Vote: Motion Carried**

**Ayes: Rice, Staples, Sokoloski, Reveles, Arnold**

Applied Survey Research (ASR) our evaluator's contract will expire October 31, 2018. Program Specialist Robin Timoszyk asked the Commission for approval to negotiate and extend the contract with ASR for through 10/31/2021. The Commission approved extending the contract with ASR and Robin Timoszyk to work with ASR to develop an amended scope of work and budget.

**Item 5: Discussion/Action**

**RECRUITMENT FOR F5 YUBA EXECUTIVE DIRECTOR**

The Ad Hoc Committee met with Yuba County representatives and discussed the recruitment process for the First 5 Yuba Executive Director. The Ad Hoc Committee recommended the Commission to appointing a point of contact to work with Human Resources during the recruitment.

**The Commission agreed on Sally Sokoloski & Jim Arnold to be the point of contacts during the First 5 Yuba Executive Director recruitment.**

**Item 6: Discussion/Action**

**AGREEMENT WITH YUBA COUNTY**

The agreement had expired between the First 5 Yuba County Children and Families Commission and Yuba County. Jill Abel from Human Resources reviewed some of the changes

that would need to take place to have the position come under the commission, rather than the Health and Human Services department. It was agreed that the County will draft the new agreement, the commission will have its attorney review the suggested changes and it could be ready for review and approval at a special commission meeting.

**Item 7: Discussion/Action**

**SPECIAL MEETING IN JULY**

**Motion: Commissioner Arnold**

**Second: Commissioner Rice**

**Vote: Motion Carried**

**Ayes: Rice, Staples, Sokoloski, Reveles, Arnold**

The Commission surveyed their availability on a date for a special meeting to discuss the Executive Director recruitment, and the draft agreement with First 5 Yuba and Yuba County. They came to an agreement on holding the special meeting August 9<sup>th</sup>.

**Item 8: Discussion**

**MONTHLY ACTIVITY REPORT AND FUTURE AGENDA ITEMS**

Robin Timoszyk read the monthly activity report to the Commission.

**Item 9: Discussion/Action**

**CLOSED SESSION - Closed Session held pursuant to California Government Code Section Gov. Code § 54957.1 for the following purpose: Public Employment**

The Commission returned to open session at 5:15pm and reported that the approved moving forward with recruitment of an executive director. The commission approved updating the class specification to reflect a 3 year experience requirement which is consistent with comparable counties. No change was needed in compensation as current compensation is in line with comparable counties.

**Motion to adjourn by Commissioner Arnold**

**Second by Commissioner Rice**

**Vote: Motion Carried 5-0**

**Ayes: Rice, Arnold, Staples, Sokoloski, Reveles**

**Meeting was adjourned at 5:17pm**