

APPROVED MINUTES

First 5 Commission of Yuba County
Regular Meeting, Thursday February 27, 2020
Yuba County Government Center, Wheatland Conference Room
915 8th Street, Marysville, California 95901

OPEN SESSION CALL TO ORDER: *Commissioner Arnold called the meeting to order at 3:33pm*

- > *Commissioners Present – Jim Arnold, Gary Bradford, Tony Gordon, Homer Rice, Sally Sokoloski, Melinda Staples*
- > *Excused - Francisco Reveles*
- > *Staff Present: Ericka Summers, Robin Timoszyk*
- > *Pledge of Allegiance led by Commissioner Arnold*

PUBLIC COMMENT: None

Item 1: Consent Agenda

Approval of the Minutes of the December 12, 2019 Regular Meeting

Motion by Commissioner Bradford to approve minutes as presented

Second: Commissioner Staples

Vote: 6/0

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

Item 2: Discussion/Action

Pursuant to County Ordinance- Article VI, Section 2, Appoint Chair and Vice

Chair - This item was tabled at the December 2019 meeting due to lack of a quorum. The Commission shall annually elect a chairperson and vice-chairperson (prior to each calendar year) who shall serve for a term of one year. Commissioner conducted brief discussion

Motion by Commissioner Staples to appoint Commissioner Arnold as Chair for 2020 Second: Commissioner Bradford

Vote: 6/0

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

Motion by Commissioner Sokoloski to appoint Commissioner Staples as Vice Chair for 2020 Second by Commissioner Bradford

Vote: 6/0

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

Item 3: Discussion/Action

Approval of Advisory Committee Bylaws & Applications

In January, the Advisory Committee (AC) met to discuss member recruitment, roles and responsibilities. As a result, the AC has suggested amending bylaws to reflect in more detail the role of advisory members including Mini Grant program input and review as well as strategic

planning involvement. Following the January meeting, the team has shared recruitment documents and First 5 Yuba has received one new application from Karen Woods.

Motion by Commissioner Sokoloski to approve revisions to the Advisory Committee Bylaws

Second: Commissioner Staples

Vote: 6/0

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

Motion by Commissioner Bradford to accept the new AC member application from Karen Woods as a community agency representative for the health priority area

Second: Commissioner Sokoloski

Vote: 6/0

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

Item 4: Discussion/Action

Mid-Year Budget Revisions

Commissioners reviewed a revised budget showing where additional income from the agreement with Yuba County Office of Education (YCOE) to implement programming related to IMPACT will be used. This falls primarily in salaries and benefits; funds for Help Me Grow.

In January, the First 5 Association of California and the Yuba Suter Economic Development Corporation approached First 5 Yuba to support Census 2020 outreach, education and messaging specifically related to the 0-5 populations. Funding associated with these efforts will be spent on extra hire staff (student interns) and communication plan activities.

Additional funding is as follows:

Yuba County Office of Education – IMPACT: Net fund increase of \$100,904

First 5 Association – Census 2020: Net fund increase of \$2,550

Yuba Sutter Economic Development Corp, Census 2020: Net fund increase of \$5,000

Total net fund increase: \$108,454

Motion by Commissioner Sokoloski to approve net funding increase of \$108,454 as outlined in the 2019-2020 mid-year budget revision

Second: Commissioner Bradford

Vote: 6/0

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

Item 5: Discussion/Action

Additional First 5 Yuba Funding & Staffing

In early October, The California Department of Public Health Tobacco Control Program released a new RFP #20-10004 Rising Alliances for a Tobacco-Free California. With approval and direction from the commission, in December 2019 First 5 staff submitted an application. On February 19, 2020, First 5 Yuba was notified with a Letter of Intent to award for fiscal years July

1, 2020 - June 30, 2025. The maximum funding totals \$1,257,885 over 5 years. (FY 2021-2025).

With the funding, First 5 will be required to retain additional staff, equipment and ensure workable facilities. Staff discussed with the commission the need to create a similar classification to that of a Health Education Specialist which is currently a class under Health and Human Services. Commissioner Rice explained reasoning for reserving that class spec to Human Services and was supportive of creating a similar class spec given the funding source, roles and responsibilities as well as being acceptable for the County employee union.

Commissioner Gordon outlined that developing a new class spec may take a little longer than anticipated but supported moving forward with the process. The commission reviewed supporting documentation. Discussion followed regarding working with Yuba County Human Resources to develop an appropriate class specification and salary schedule comparable to the work outlined in the grant award with the intent of hiring staff as outlined in the application prior to or beginning July 1, 2020.

Motion by Commissioner Sokoloski to accept funds from The California Department of Public Health Tobacco Control Program in relation to RFA #20-10004 Rising Alliances for a Tobacco-Free California and direct the ED to complete contract negotiations with CTCP and work with Yuba County HROS for staff recruitment.

Second: Commissioner Rice

Vote: 6/0

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

Item 6: Discussion/Action

Strategic Partner Program Performance

Commission reviewed program performance summaries, budget analysis and performance charts for Strategic Partners. Discussion occurred regarding the recommendations outlined in the performance summaries.

Motion by commissioner Sokoloski to approve extending all Strategic Partner agreements through June 30, 2021 based on performance reviews.

Second: Commissioner Staples

Vote: 6/0

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

Item 7: Discussion

Monthly Activity Report

The Commission received information on committees, operational and program activities for January and February including:

- Continuing research for appropriate office space
- Reviewing possible cost savings to see if conducting a more thorough Kindergarten Readiness Assessment is possible for the 20/21 fiscal year

- Report on current schedule of community outreach events

Special report on the following:

- First 5 California budget and projections. F5CA continues to project a modest 2-3% ongoing annual decline in funding. ED stated she would use a more conservative number when preparing 20/21 budget.
- RFA for IMPACT funding. Local commissions have first right of refusal for IMPACT funding and Yuba, Sutter and Colusa determined that our Child Care Planning Council continues to be the best fit as lead agency for these funds. First 5 staff is working with Child Care Planning Council to budget for continued staff to administer a piece of IMPACT funding. Currently, this is funded as an Intervention Counselor. Staff explained, to the commission, that should funding move forward, we would need to reclassify this staff as well to ensure a more optimal fit for roles, responsibilities, and salary. Potentially the new class developed with HR could meet the needs of First 5 and the County employee union.
- Home Visiting Coordination Initiative from F5CA to strengthen communication, cross program referral, identify and overcome system barriers. Funding will be made available through a noncompetitive RFA process. Anticipated release of the RFA is early March.

Closed Session entered at 4:40pm

Public Employee Performance Evaluation. Executive Director, annual review, pursuant to Government Code Section 54957.

MEETING ADJOURNED AT 5:00PM