

APPROVED MINUTES

First 5 Commission of Yuba County
Special Meeting, Monday September 16, 2019
9:30am-10:30am
Yuba County Sheriff's Dept., Community Room
720 Yuba Street, Marysville, California 95901

OPEN SESSION CALL TO ORDER: *Commissioner, Arnold called the meeting to order at 9:39a.m.*

- > *Commissioners Present –Tony Gordon, Jim Arnold, Gary Bradford, Melinda Staples, Francisco Reveles (arrived 10:20am)*
- > *Absent- Sally Sokoloski and Homer Rice*
- > *Staff Present: Ericka Summers, Robin Timoszyk and Nicole Williams*
- > *Pledge of Allegiance led by Commissioner Arnold*

PUBLIC COMMENT/HEARING:

No Comments

Item 1: Action

APPROVAL OF THE MINUTES OF THE COMMISSION MEETING- FEBRUARY 8, 2019

Motion: Gary Bradford

Second: Melinda Staples

Vote: 4-0

Ayes: Arnold, Bradford, Gordon, Staples

Item 2: Discussion/Action

LEGAL COUNSEL CONTRACT 2019-2022

The Commission reviewed the 2019-2022 legal services contract extension with the Commission and Colantuono, Highsmith & Whatley, PC. The contract with legal counsel has expired as of July 1, 2019. The existing contract for legal services with Colantuono, Highsmith, & Whatley, PC. was solicited in 2010 and began on November 1, 2010. The contract expired in 2013 and was renewed on November 1, 2013 and again in August of 2016. On June 30 of 2019, the three-year contract ended with Colantuono, Highsmith, & Whatley, PC. Executive Director (ED) Summers recommended renewing the contract with legal counsel for the next three years, reverting to July 1 2019 and continuing until June 30, 2022. The changes of the contract will be the dates of service, a rate increase from \$215 to \$230 as their rates increase annually. This contract will not exceed the approved budget of \$17,000 for the 19-20 fiscal year. Motion to approve the contract extension.

Motion: Commissioner Bradford

Second: Commissioner Staples

Vote: 4-0

Ayes: Arnold, Bradford, Gordon, Staples

Item 3 Discussion/Action

IMPROVE AND MAXIMIZE PROGRAMS SO ALL CHILDREN THRIVE (IMPACT) CONTRACT WITH YUBA COUNTY OFFICE OF EDUCATION

The Commission reviewed the 2019-2020 contract with the Commission and Yuba County of Education (YCOE). Sutter County Children & Families Commission and Yuba County First 5 bypassed IMPACT funds to YCOE in 2012. YCOE received funds from First 5 California to implement IMPACT as they had were functionally set up to begin providing coaching and direct services with providers such as childcare centers and family homes and integrating rating systems. This has resulted in cost savings. YCOE has proposed contracting back some of the funds in order to implement the Ages and Stages Questionnaire and the Help Me Grow program, by recruiting and hiring an Intervention Counselor, which is a reimbursable position. ED Summers recommended this contract with Yuba County Office of Education be approved to implement the IMPACT program for the 2019-2020 fiscal year. Motion to approve.

Motion: Commissioner Bradford

Second: Commissioner Gordon

Vote: 4-0

Ayes: Arnold, Bradford, Gordon, Staples

Item 4: Discussion/Action

PROP 10 REVENUES

The Commission reviewed current status of Prop 10 disbursements for FY 2018-2019. ED Summers discussed the delay related to the Prop 10 revenues. The California Department of Tax and Fee Administration (CDTFA) has acknowledged and confirmed that the transfer to a new state accounting system, Fi\$Cal, has caused a delay in disbursements of both May and June revenue. She discussed how this has affected this year's audit as well as the current budget, as those revenues have not yet been received. Summers reviewed how funds were transferred from the Children's trust to the Prop 10 account in order to ensure available cash balance and the continuation of daily operations for 2018-2019, as had been approved by the Commission. Summers further discussed that Prop 10 funds continue to be delayed into the 2019-2020 fiscal year and reviewed options for transferring additional funds to maintain cash balance and daily operations. Summers proposed two options and discussed them in detail with the Commission.

Motion to approve direct transfer of \$165,000 from the Trust Fund as previously approved in the 2020 budget and that the Commission approves an additional transfer, in the form of an interfund borrow of up to \$144,000 from the Trust account, if it becomes necessary. If the loan is necessary, the funds will be borrowed at a 0% interest rate for a total of no more than \$309,000. If any amount is withdrawn from the Trust, it will be reported at the next Commission meeting and all subsequent Commission meetings until the balance is paid back.

Motion: Commissioner Bradford

Second: Commissioner Staples

Vote: 4-0

Ayes: Arnold, Bradford, Gordon, Staples

Item 5: Discussion

EXECUTIVE DIRECTOR SPECIAL REPORT

Executive Director Summers discussed updates related to the Imagination Library and the partnership of First 5 Yuba County with Bishop's Pumpkin Farm to promote the Imagination Library within the community. First 5 Yuba will be on site this weekend, in order to promote and will be available to assist families in signing up for this program. Funds from the upcoming event at Bishop's will directly supplement funds for the Imagination Library.

Summers also discussed the possibility of First 5 Yuba County moving to a new office space. The move will be necessary as the program continues to expand. Details will be presented at future Commission meetings as they are identified. Pros and cons of moving were briefly discussed.

Meeting adjourned at 10:32am