

APPROVED MINUTES Executive Committee Meeting

First 5 Commission of Yuba County

Monday, December 2, 2019

9:00am-10:00am

Yuba County One Stop

Public Session

1. **CALL TO ORDER:** *Commissioner, Arnold called the meeting to order at 9:00am.*
 - > *Commissioners Present –Melinda Staples, Jim Arnold*
 - > *Staff Present: Ericka Summers, Robin Timoszyk and Nikki Williams*

2. **PUBLIC COMMENT/HEARING:**

No Comments

3. **Operational Discussion**

- a. **Review and Approval of August Exec Committee Meeting minutes from October 7, 2019.**

Minutes were reviewed and approved by Commissioner Arnold and Commissioner Staples.

- b. **Review Regular Commission Meeting Agenda (12.12.19)**

Summers discussed the agenda for the upcoming Commission meeting. Evaluators will be presenting annual programmatic results, followed by public hearing and discussion. One mini grant application has been received and will be presented. Robin anticipates an additional grant application coming in this week from Rise Up Yuba Sutter.

There was a brief discussion surrounding the election of a new chair and vice-chair.

- c. **Review of Commission meeting schedule 2020**

Summers reviewed the schedule and copies were given to each commissioner present. There will be a scheduling meeting on December 17, 2020

- d. **2019/2020 Budget Updates**

Summers discussed. State allocations have not yet been received. Preliminary numbers were provided and reviewed with the commissioners present. Estimates are lower than anticipated. Discussion around budget estimates and plan moving forward.

Summers discussed and asked for approval from the EC to move funds from *Salaries Extra Help to Travel* to help cover unanticipated costs of program trainings and travel in the amount of \$5,000. EC approved budget transfer.

e. CG #20-10004: Rising Alliances Grant Application Status

Summers discussed details of the grant that was submitted this week. Rising Alliances will be announcing the recipients by mid February, 2020.

f. 2021-2026 Strategic Plan

Looking forward to the next fiscal year. ASR contractor to come facilitate a Strategic Planning meeting with community partners and commission members. Date TBD.

4. Office Relocation Updates:

Summers discussed the plan moving forward. Summers will meet with the owners next week to negotiate costs. Summers discussed the benefits of having a building with space that will make First 5 more accessible to the community. Summers also discussed the additional costs associated with relocation. Commissioners expressed support for First 5 Yuba relocation plan.

5. Program Discussion:

No updates. Looking ahead to February. Brief discussion around resources for programs interested in receiving grant writing workshops.

a. Strategic Partner Updates

1. 2019-2021 Contracts

No further discussion.

2. Sole Source Application

No further discussion.

Meeting adjourned at 10:00am

Next Executive Committee Meeting: February 3, 2020- TBD