

**AGENDA ITEM 1
FEBRUARY 23, 2017**

APPROVED MINUTES

First 5 Commission of Yuba County
Thursday December 15, 2016
3:30 p.m. – 5:30 p.m.
Yuba County Government Center – Wheatland Room

OPEN SESSION CALL TO ORDER: *Chair, Sokoloski called the meeting to order at 3:34 p.m.*

- > *Commissioners Present – Melinda Staples, Homer Rice, Sally Sokoloski, Francisco Reveles, Jim Arnold and Pam Morasch.*
- Absent - Andy Vasquez*
- > *Staff Present: Cynthia Sodari, 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- November 17, 2016

Motion: Commissioner Arnold

Second: Commissioner Staples

Vote: Motion Carried 6/0

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

Item 2: Presentation

HELP ME GROW COMMUNITY OUTREACH ACTIVITIES

Stay Howell from Playzeum gave a presentation on the Help Me Grow (HMG) Community Café event on December 2, 2016. Approximately 20 children under the age of 5 attended the event with their parents/caregivers and 11 community service providers supported the event by providing information and resources to families. Inside the library Playzeum had an activity station that included play exhibits, big blocks, a wind tunnel and play dough. The first HMG playgroup event will begin on January 18, 2017 at Spring Valley School every Wednesday each session will be for an hour. Furthermore, there will be two more playgroups in Wheatland and Marysville, locations will be announced. Howell expressed the benefits of outreach on social media which helped increase registration. The second HMG Community event will be in the spring and the location will be announced.

Item 3: Presentation

YUBA COUNTY LIBRARY'S EARLY LITERACY PROGRAM

Leah Madsen from the Yuba County Library reviewed the activities currently offered at the library. She announced the library will be open on Saturdays beginning this January and story time will be offered every 1st and 3rd Saturday of the month. She also reviewed the child development benefits Tiny Tots provides children. The program also allows parents the opportunity to interact with their child during activity time. December's activities include holiday crafts and a letter to Santa. Madsen also introduced a new program, Food for Fines starting in January that will allow the public to bring in canned food to help pay off overdue library fines.

Item 4: Discussion/Action

REVIEW MINI-GRANT APPLICATION

Motion: Commissioner Arnold motion to award grand funds, authorizing Executive Director to execute agreement for a total of \$3,500 with Tri-Counties Breastfeeding Alliance

Second: Commissioner Reveles

Vote: 6/0

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

The Commission reviewed the mini-grant application for the Tri-Counties Breastfeeding Alliance that scored an average score of 92 from the Application Review Committee. Funding will be used to host a regional conference for Sutter, Colusa, and Yuba County public health providers and staff from WIC and Rideout. The conference goal is to ensure all local providers supporting mothers are well prepared and trained with the latest breastfeeding strategies. A Commissioner asked if providers from the training will support families in Yuba County with a second language. Since the grantee was not available to answer the question staff mentioned that they would ask Tri-Counties Breastfeeding Alliance for a response to the Commissioner's question.

Item 5: Discussion/ Action

APPROVE REQUEST FOR QUALIFICATION PROCESS FOR EXTERNAL AUDITING SERVICES

Motion: Commissioner Rice motion to release RFQ, authorizing the Executive Committee to review, score and develop a recommendation for the Commission to consider at its April regularly scheduled meeting.

Second: Commissioner Morasch

Vote: 6/0

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

The Executive Director reviewed the RFQ and stated no major changes from the last time they went out to bid for professional auditing services.

Item 6: Discussion

DISCUSS MID-YEAR BUDGET REVISION

Executive Director discussed the proposed mid-year budget indicating revenue projections are higher than expected and the addition of interest revenue to the budget to reflect the actual total amount earned for the fiscal year. The expenditures allocated to the result area of System of Care, specifically for mini-grants in the Professional Services account 23-00 will be transferred to Special Department Expense account 28-00 in the amount of \$50,000. This change has been recommended to accurately reflect the amount of professional service agreements directly impacting the priority result areas of Child Health, Child Development and Family Support. This change also aligns with the fact that these service agreements require providers to collect specific demographic information required by the state. Furthermore, the unassigned expenditure allocated to the result area of Child Health will not be listed in the budget until an agreement is in place resulting in an overall budget decrease by \$60,000. The \$60,000 will be in the fund account until the Commission is prepared to select a procurement process. There may also be an adjustment to the total amount of Professional Services since OPUD submitted expenditure from the prior fiscal year.

Item 7: Discussion

MONTHLY ACTIVITY REOPORT AND FURTURE AGENDA ITEMS

Executive Director briefly went over her month report.

Meeting adjourned at 4:27pm