

**FIRST 5 SAN BENITO
CHILDREN AND FAMILIES COMMISSION**

REGULAR MEETING

Meeting Minutes
February 4, 2015

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 9:11 AM

2. ROLL CALL

Commissioners Present: Dr. David Redman, Margie Barrios, Dr. Marni Friedman, Dr. Anju Goel, Al De Vos, and Mary Damm

Commissioners Excused: James Rydingsword and Erika Sanchez

County Personnel Present: Barbara Thompson, County Counsel, Samantha Hernandez, First 5 San Benito, Laura Lee, First 5 San Benito, Cindy Lerma, First 5 San Benito

Guests: Nicole Young, Optimal Solutions

3. ACKNOWLEDGE POSTING OF AGENDA

Confirmation was made of agenda posting in Suites 8 & 10 of the Early Learning Center site on Line Street.

4. PUBLIC COMMENT

None.

5. APPROVAL OF MINUTES/MONTHLY BUDGET REPORT

Margie Barrios made a motion seconded by Dr. Marni Friedman to approve the minutes for December 2014. The vote was all in favor. Al De Vos made a motion to approve the Strategic Plan Budget seconded by Margie Barrios with the requirement that the month and year be added to the header of the budget.

6. ANNOUNCEMENTS/AGENDA MODIFICATIONS

None.

7. CONSENT AGENDA – ACTION ITEMS

- a. Margie Barrios made a motion to approve the CFSN Contract not to exceed in the amount of \$2,745.00. Comment from Barbara Thompson, County Counsel, to make certain that costs are transparent and will not exceed the approved contract. The motion was seconded by Mary Damm and approved with the following roll call vote: Ayes – Barrios, Goel, Friedman, Redman, De Vos, and Damm. Opposed – None. Abstained –None
- b. Al De Vos made a motion for the approval of hiring Samantha Hernandez as a temporary employee not to exceed \$20/hr with CalPer contribution of retirement benefits. Marni Friedman seconded. The motion was approved with following roll call vote: Ayes –Barrios, Goel, Friedman, Redman, De Vos, and Damm. Opposed – None. Abstained –None.
- c. Margie Barrios made a motion for the approval of the budget amendment with the requirement for detail on the origin of the special project funding. The motion was seconded by Dr. Marni Friedman. The motion was approved with following roll call vote: Ayes –Barrios, Goel, Friedman, Redman, De Vos, and Damm. Opposed – None. Abstained –None.

8. COMMUNICATION

- a. Written – None.
- b. Executive Director’s Report – None.

9. INFORMATION & DISCUSSION

- a. Dr. David Redman asked for a consensus agreement to move forward on the plan for separation of First 5 SBC from San Benito County. Consensus was agreed by the following: - Barrios, Goel, Friedman, Redman, De Vos and Damm. Dr. David Redman formed an Ad Hoc Transition Committee to be led by Lisa Faulkner, who will also decide who will serve on the Transition Committee. Margie Barrios made the point that if separation does not occur by 6/30/15, First 5 employees will have to be trained in San Benito County Procedures and that an in-depth financial analysis has not yet been completed regarding the separation.
- b. Dr. David Redman led a discussion of the need to have an Ad Hoc Committee to review the options for purchasing a facility. The committee was formed with the following representatives Dr. David Redman, Al De Vos, and Margie Barrios.

10. PRESENTATION

- a. Nicole Young, Optimal Solutions, led an exercise where Indicators of Success were brainstormed and ranked for the following Strategic Outcomes:
 - i. F5 SBC Commission adopts a legal status that provides the greatest degree of operational flexibility and opportunities for sustainability.
 - ii. F5 SBC staff implements a cost-effective and sustainable structure for handling the organizations administrative, management, and staffing needs.
 - iii. When looking at finance contractors, ensure that the contractors have knowledge and understanding of the unique needs of public entities
- Nicole Young will pass the results of this work on to Lisa Faulkner.

11. OTHER – Future Agenda Items

- The Commission inquired about the Literacy Collaborative in relation to a proposal made to the David & Lucille Packard Foundation. It was noted the foundation is currently making a decision and will invite an application by March if they agree to fund the project.
- Next meeting is scheduled for 10:00 a.m. on Wednesday, March 11, 2015 at the First 5 San Benito Office– Hollister.
- Future Agenda Item: Questions about the special project funding line item on the budget.

12. CLOSED SESSION

None.

13. ADJOURN

No further business coming before the Commission, Margie Barrios made a motion for adjournment, Mary Damm Seconded. All in favor, meeting adjourned at 12:15 PM.