

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

REGULAR MEETING

Meeting Minutes

May 6, 2015

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 10:08 AM

2. ROLL CALL

Commissioners Present: Dr. David Redman, Al De Vos, Dr. Marni Friedman, Dr. Anju Goel and James Rydingsword

Commissioners Excused: Margie Barrios, Erika Sanchez

County Personnel Present: Lisa Faulkner, First 5 Executive Director, Barbara Thompson, County Counsel, Samantha Hernandez, First 5 San Benito, Anaid Godoy, First 5 San Benito, Ofelia Toledo-Prieto, First 5 San Benito & Public Health, Laura Lee, First 5 San Benito, Georgia Cochran, Human Resources

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. APPROVAL OF MINUTES/MONTHLY BUDGET REPORT

Marni Friedman made a motion seconded by Margie Barrios to approve the minutes for April 2015. The vote was all in favor. Margie Barrios made a motion seconded by Al De Vos to approve the budget revision as presented. The vote was all in favor.

5. PUBLIC COMMENT

None.

6. PRESENTATION

- a. Lisa Faulkner presented her directors report to the commission.
- b. Lisa Faulkner presented the draft of the Long Term Financial Plan.
- c. Lisa Faulkner presented the FY 2015-2016 Staffing Plan.
- d. Dr. David Redman presented the Children's Vision Senate Bill 402.

7. INFORMATION & DISCUSSION

- a. Information was presented by the Organizational Effectiveness Committee report on F5's effort to become an independent state agency separated from SBC. Lisa updated the commission on the approval of the ordinance that establishes the commission as an independent agency pending the BOS and Commission approval of the Separation Agreement. County Administrative staff, Barbara Thompson, Assistant County Counsel and Georgia Cochran, HR provided an overview of the separation and discussed the terms of the payout of accrued benefits to the Executive Director. Organizational Effectiveness Committee member, Dr. Marni Friedman, discussed the committee's commitment to the idea of "making the ED whole" in regards to compensation for the differential of lost benefits. The commission agreed and put the item on the June Commission Meeting agenda.
- b. The Sustainability Committee reported on facility issues and opportunities. One was the report on the lease agreement between F5 and Hollister Unified School District. Update on the discussion of the current lease between F5 and Santa Clara County of Education (Head Start) for rooms 7 & 9 located at the Early Childhood Education Center at 1011 Line St in Hollister. Lisa reported that she met with Head Start and they need at least a year to get a new location certified. The Hollister School District has to date not presented a lease. The item is tabled for the June meeting.

8. ACTION

- a. James Rydingsword made a motion for the approval of rehiring temporary employee Anaid Godoy for the position of Secretary II at 19.51 per hour along with the budget revision for an additional \$4,000 in Salaries. . Al De Vos seconded. The motion was approved with following roll call vote: Ayes – Goel, Friedman, Redman, Rydingsword, and De Vos. Opposed – None. Abstained –None.
- b. TABLED- Approval of the Letter to Santa Clara County Head Start to terminate the lease agreement between First 5 San Benito as a county entity ending 90 days from written notice.
- c. TABLED- Approval of FY 2015-2016 Long Term Financial Plan as required by recipients of the First 5 CA Small County Summit Baseline Formula Fund.
- d. TABLED- Approval of FY 2015-2016 Staffing Plan.
- e. James Rydingsword made a motion for the authorization for the Executive Director to sign Letter of Support of the Children's Vision Senate Bill 402. Al De Vos seconded. The motion was approved with following roll call vote: Ayes – Goel, Friedman, Redman, Rydingsword, and De Vos. Opposed – None. Abstained –None.
- f. TABLED- Approval of Separation Agreement that completes the process of First 5 becoming an independent agency.
- g. James Rydingsword made a motion for the approval of the Memorandum of Understanding between San Benito County Health and Human Services Agency and First 5 San Benito for Health and Triple P Educator to continue services for FY 2015.2016. . Al De Vos seconded. The motion was approved with following roll call vote: Ayes – Goel, Friedman, Redman, Rydingsword, and De Vos. Opposed – None. Abstained –None.

9. OTHER – Future Agenda Items

- Next meeting is scheduled for 10:00 a.m. on Wednesday, June 3, 2015 at the First 5 San Benito Office– Hollister.
- Future Agenda Item: Information & Discussion on Independent Status, One Page Management Letter from Bette Grace and going electronic for future meetings.

10. CLOSED SESSION

None

11. ADJOURN

No further business coming before the Commission, meeting adjourned at 11:56 AM.

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

**SPECIAL MEETING
MINUTES**

May 22, 2015

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 8:34 AM

2. ROLL CALL

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

County Personnel Present: Lisa Faulkner, First 5 Executive Director, and Barbara Thompson, County Counsel

First 5 Staff Present: Anaid Godoy, Executive Assistant, and Laura Lee, Secretary

3. PUBLIC COMMENT

None

4. ACTION

- a. Dr. Marni Friedman made a motion for the approval of letter of engagement between First5 San Benito and Attorney Susan Levenberg for legal services not to exceed \$10,000 with stipulation of legal services to include professional liability insurance with a limit of no less than \$100,000. Dr. Anju Goel seconded. All in favor, motion passed.
- b. Dr. Marni Friedman made a motion for the approval of authorizing the executive director to open a bank account and apply for a credit card. Dr. Anju Goel seconded. All in favor, motion passed.

5. OTHER – Future Agenda Items

- o The Commission agreed to hold their next regular Commission meeting on Wednesday, June 3, 2015 at 10AM in Suite 10 of the Early Learning Center located at 1011 Line Street – Hollister

6. CLOSED SESSION

None

7. ADJOURN

No further business coming before the Commission, meeting adjourned at 8:50AM.