

**IRST 5 SAN BENITO
CHILDREN AND FAMILIES COMMISSION
REGULAR MEETING**

**Meeting Minutes
June 3, 2015**

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 10:07 AM

2. ROLL CALL

Commissioners Present: Dr. David Redman, Supervisor Margie Barrios (excused early), Dr. Marni Friedman, Al De Vos, Dr. Anju Goel, Erika Sanchez, and James Rydingsword

Commissioners Absent: Mary Damm

First 5 Staff Present: Lisa Faulkner, First 5 Executive Director, Anaid Godoy, Samantha Hernandez, and Laura Lee

Guests: Cindy Lerma, First 5 Contractor

3. ACKNOWLEDGE POSTING OF AGENDA

Confirmation was made of agenda posting.

4. PUBLIC COMMENT

First 5 Staff members Laura Lee, Anaid Godoy, and Samantha Hernandez along with First 5 Contractor, Cindy Lerma made a presentation to Lisa Faulkner in support of her role as Executive Director.

5. APPROVAL OF MINUTES/MONTHLY BUDGET REPORT

Approval of Minutes

James Rydingsword made a MOTION to approve the minutes for the May 6th and May 22nd with a change on the May 6th meeting on item #11 to reflect that Supervisor Margie Barrios was present but left early. SECOND: Marni Friedman All in favor, MOTION PASSED.

Approval of Budgets

James Rydingsword made a MOTION to approve the First 5 budget reports for March and April 2015 asking Executive Director for more detail on \$ 6,116 Travel-Lodging and \$16,500 Retiree Medical, and to move the expense of computers to the asset category of equipment. SECOND: Supervisor Margie Barrios All in favor, MOTION PASSED.

6. ANNOUNCEMENTS/AGENDA MODIFICATIONS

Margie Barrios announced that she attended legislative conference by phone and there was an announcement of increased funding for early childhood & education.

7. PUBLIC HEARING

- a. A public hearing was commenced by Commission Chair Dr. Redman to review results of the First 5 California Children and Families Commission Annual Report for FY 2013.2014. A copy of the report was available for the public. The Executive Director provided an overview of the report. There being no written or oral objections, Chair Redman directed Commission staff to notify First 5 California on review of the annual report. Public hearing was adjourned.
- b. A public hearing was commenced by Commission Chair Redman to nominate the FY 2015.2016 Commission and Committee Members. Marni Friedman proposed to re-elect all current officers and members and adding the position of Treasurer to the bylaws. The nomination of officer is as follows: Dr. David Redman, Chair; Dr. Marni Friedman, Vice-Chair; and Mary Damm; Treasurer (pending amendment to the bylaws). There being no written or oral objections, the public hearing was adjourned.
- c. A public hearing was commenced by Commission Chair Redman to present the Separation Agreement between First 5 San Benito and San Benito County. There being no written or oral objections, the public hearing was adjourned.
- d. A public hearing was commenced by Commission Chair Redman to review the Proposed FY 2015.2016 Annual Budget. There being no written or oral objections, the public hearing was adjourned.
- e. A public hearing was commenced by Commissioner Redman to review the Executive Director's Compensation Package. Executive Director Salary - FY 2014.2015 \$94,141 – FY 2015.2016 \$97,341 – FY 2016.2017 \$100,541 – FY 2017.2018 \$102,141. 1. Remaining salary and accrued Vacation Leave will be paid out before July 15, 2015. 2. \$2,000 budget for Executive Director professional development FY 2015 -2018. 3. Remaining Administrative Compensation hours [a total of 80 hours] will be rolled over. There being no written or oral objections, the public hearing was adjourned.

8. COMMUNICATION

- a. No written communication was presented.

9. ELECTION OF OFFICERS

- a. The nomination of First 5 San Benito Officers is as follows: David Redman, Chair; Marni Friedman, Vice-Chair; and Mary Damm; Treasurer pending amendment to the bylaws in the July, 2015 commission meeting. James Rydingsword MOTIONED to accept the nomination of officers; De Vos SECONDED. All in favor, MOTION PASSED

❖ Due to a previous commitment Margie Barrios excused herself from the remainder of the meeting.

10. ACTION

- a. Rydingsword MOTIONS to approve the contract between First 5 San Benito and Fiscal Services Contractor, (FASS), beginning July 1, 2015 – November 30, 2016 not to exceed \$18,000; Goel SECONDS All in favor, MOTION PASSED
- b. Rydingsword MOTIONS to approve the contract between First 5 San Benito and Administrative Services Contractor, Payroll Services Plus, beginning July 1, 2015 – November 30, 2016 not to exceed \$1,500; Goel SECONDS All in favor, MOTION PASSED
- c. Rydingsword MOTIONS to re-elect the current officers and committee members with the addition of Mary Damm as Treasurer and Dr. Anju Goel as a member of the Finance Committee; Goel SECONDS All in favor, MOTION PASSED
Executive Committee: Dr. Redman, Chair; Dr. Friedman, Vice-Chair; Mary Damm, Treasurer
Sustainability Committee: Supervisor Margie Barrios, Dr. David Redman, and Al De Vos
Finance Committee: Dr. Anju Goel, Mary Damm, and Dr. David Redman
- d. Rydingsword MOTIONS to approve the FY 2015.2016 Annual Budget in the amount of \$756,988; Goel SECONDS All in favor, MOTION PASSED
- e. Rydingsword MOTIONS to approve the Five-Year Budget Plan for FY 2015-2021; Goel SECONDS All in favor, MOTION PASSED
- f. Rydingsword MOTIONS to approve the Separation Agreement between First 5 San Benito and San Benito County; Goel SECONDS All in favor, MOTION PASSED
- g. Rydingsword MOTIONS to approve the Executive Directors Compensation Package {Executive Director Salary: FY 2014.2015 \$94,141 – FY 2015.2016 \$97,341 – FY 2016.2017 \$100,541 – FY 2017.2018 \$102,141. (1) Remaining salary and accrued Vacation Leave will be paid out before July 15, 2015 (2) \$2,000 budget for Executive Director professional development FY 2015 -2018. (3) Remaining Administrative Compensation hours [a total of 80 hours] will be rolled over}. Both parties agreed that the future salary will be negotiated in good faith; Goel SECONDS All in favor, MOTION PASSED

11. OTHER – Future Agenda Items

- The Commission agreed to hold their next regular Commission meeting on Wednesday, July 1, 2015 at 10 AM in Suite 10 of the Early Learning Center located at 1011 Line Street – Hollister.

12. CLOSED SESSION

None

13. ADJOURN

No further business coming before the Commission, meeting adjourned at 12:12PM.