



## Commission Meeting Minutes

*Cope Family Center*  
 707 Randolph Street, Napa  
**August 27, 2018**  
**3:00pm – 5:00pm**

Call to Order: 3:06 pm. The following were present:

<input checked="" type="checkbox"/> Elba Gonzalez-Mares	<input checked="" type="checkbox"/> Michele Grupe	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Laura Keller	<input checked="" type="checkbox"/> Andrea Knowlton	<input checked="" type="checkbox"/> Brad Wagenknecht
<input checked="" type="checkbox"/> Debbie Peralez	<input type="checkbox"/> Vacant	<input type="checkbox"/> Vacant

Staff present:

<input checked="" type="checkbox"/> Joelle Gallagher	<input checked="" type="checkbox"/> Anne Sutkowi-Hemstreet
<input checked="" type="checkbox"/> Lindi Gallagher	

Also present:

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Public Comment

A. .

1. Approval of Commission Minutes, D. Peralez

June 26, 2018 and July 23, 2018 (Motion 1st by BW, 2nd by AK).

EG	MG	LK	AK	DP	BW

\*\*Laura arrived at 4:30 pm.

2. Executive Committee Report, D. Peralez

A. Early Quality Systems, LLC (iPinwheel database) contract renewal. Aug '18-June '19: budgeted for \$5,000 (Motion 1st by BW, 2nd by AK).

EG	MG	LK	AK	DP	BW

- B. Angelina Zuniga contract for data entry work Aug '18-19; budgeted for \$1, 000 (Motion 1st by EG, 2nd by AK).

EG	MG	LK	AK	DP	BW

- C. County Strategic Plan: Update Discussion

1. Debbie sent an email to County, stating that the early childhood community would like to be included as a Strategic Plan focus group. Joelle requested on behalf of First Five.
2. Brad reported that the survey is live, please share. First Five will share with Commissioners and Partners.

- D. Discuss Commission meeting future schedule

Discussion to reduce monthly meeting time by 30 minutes, with new start time of 3:30. Per bylaws this must be done by Resolution. Joelle will draft for approval at the September meeting.

- 3. Commission Collaborative Work

The Commission engaged in a mapping exercise to visually define the Early Childhood System in Napa County

- 4. Items for September 24, 2018 Meeting

1. Resolution changing the start time of Commission meetings.
2. Public charge discussion led by Laura and Elba

- 5. Announcements

Andi spoke about the Kindergarten Students Entrance Profile, which will be officially administered in Marin County. The Commission discussed how we can better utilize our existing data to “tell our story” of school readiness in our community. This could help us to leverage support for early childhood services.

Adjourn at 4:55pm.

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Debbie Peralez, Chair

ATTEST:

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Lindi Gallagher

**Commissioners Voting Key**

EG = Elba Gonzalez-Mares; MG = Michele Grupe; LK = Laura Keller;  
AK = Andrea Knowlton; SP = Stephanie Paravicini; DP = Debbie Peralez;  
BW = Brad Wagenknecht

Notations under Vote: N = No; X = Excused; A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)