

****UPDATED MEETING DETAILS****

FEBRUARY 27, 2023 3:00 PM-5:00 PM

MEETING IN PERSON ADDRESS: 1303 JEFFERSON ST #100A NAPA CA 94559

ONLINE ZOOM OPTION ZOOM LINK:

<https://us02web.zoom.us/j/86594389784?pwd=M3ZMK0lZckhPMi9YOGsyb1luRzZmUT09>

MEETING ID: 865 9438 9784 PASSCODE: 595409



Commission Meeting Minutes

1. Call to Order: 3:01 pm. The following were present:

<input type="checkbox"/> Juan Cisneros	<input checked="" type="checkbox"/> Elba Gonzalez-Mares	<input checked="" type="checkbox"/> Michele Grupe
<input checked="" type="checkbox"/> Kecia Lind	<input checked="" type="checkbox"/> Jennifer Ocon	<input checked="" type="checkbox"/> Monica Koenig
<input checked="" type="checkbox"/> Kelsey Petithomme	<input checked="" type="checkbox"/> Joelle Gallagher	<input checked="" type="checkbox"/> Jennifer Yasumoto

Staff present:

<input checked="" type="checkbox"/> Lilea Heine	
<input checked="" type="checkbox"/> Sarahi Suarez	

Also present:

Christine Fry	Tracy Schulze
Andrea Somerville	

2. Public Comment

1. No public comment.

3. Approval of Commission Minutes, J. Ocon

January 23, 2022

a. (Motion 1st by JG, 2nd by MG).

JC	EG	MG	KL	JO	KP	JG	MK	JY
ABSENT	ABSENT	Y	Y	Y	Y	Y	Y	Y

4. Commission Business, J. Ocon

a. Reminder that form 700 needs to be completed by April 1st 2023.

5. Community Building Activity, L. Heine

a. Commissioners shared childhood pictures of themselves, at the ages of 0-5 and answered prompts regarding their childhood and their childcare system.

6. Financials, T. Schulze

a. 2nd quarter financials presented by Auditor Controller Tracy Schulze and accepted by commission. Financials are showing a healthy fund balance.

a. (Motion 1st by JG, 2nd by MG).

JC	EG	MG	KL	JO	KP	JG	MK	JY
ABSENT	Y	Y	Y	Y	Y	Y	Y	Y

7. Staff Updates:

- a. Executive Director Transition is going well, Lilea will be participating in the First 5 California Leadership Cohort that starts March 23rd.
- b. Community Programs are slowing down. Black History Month 6th annual event was well received and attended. Rainbow Family League is coming to the end of the season. Lilea will be meeting with Matt Manning from NVUSD to discuss the future of RFL at the school level. Floreecer is also wrapping up the season, but mentees will continue to do course work through the remainder of the year. Story Walk will be going into its second year and will be displayed at 3 County Parks. Also, this year there will be the first annual Juneteenth celebration and planning for Pride Month is underway.
- c. Early Learning, Homevisitation will be lead by Cope, they will help to continue and facilitate the program. HUB Lead will be handed off to Sonoma County First 5, MOU has been created for this transition. Local Quality Counts will be taken over by Community Resources for Children, contract amendment to come soon. Lilea will continue the Safe Space trainings.

8. Contracts J. Ocon

- a. Discussion and approval of the amendment to contract 583-23 between First 5 Napa County and COPE Family Center for MSHA PEI.

a. (Motion 1st by EG, 2nd by JG).

JC	EG	MG	KL	JO	KP	JG	MK	JY
ABSENT	Y	A	Y	Y	Y	Y	Y	Y

- b. Discussion and approval of IMPACT Hub Region 1 Technical Assistance MOU between First 5 Napa County and First 5 Sonoma County in the amount of \$16,471.30.

a. (Motion 1st by MG, 2nd by EG).

JC	EG	MG	KL	JO	KP	JG	MK	JY
ABSENT	Y	Y	Y	Y	Y	Y	Y	Y

9. Review and Approval of Resolution 2022-05 establishing regular meeting time for the ExCom, J. Ocon

- a. The regular time and place of the meeting of the Executive Committee of the Commission is 10:00 AM on the second Monday of each month at First 5 Napa County, 1303 Jefferson Street Suite 100A, Napa, California.

a. (Motion 1st by KL, 2nd by JY).

JC	EG	MG	KL	JO	KP	JG	MK	JY
ABSENT	Y	Y	Y	Y	Y	Y	Y	Y

10. Review and Approval of petty cash increase from \$500 to \$1000, J. Ocon

- a. (Motion 1st by MG, 2nd by KP).

JC	EG	MG	KL	JO	KP	JG	MK	JY
ABSENT	Y	Y	Y	Y	Y	Y	Y	Y

11. Presentation from Onside Partners, C. Fry/A. Sommerville
 - a. Presentation of strategic planning process and timeline. Interviews with Commissioners, EDs of First 5 partner orgs and some F5NN members have been completed. Interviews with Program Leads of direct service providers, focusing on those that best understand priority communities are in progress along with workshops and interviews with families and caregivers. Also in progress are the Interviews with community stakeholders, including the steering committee and commission. There will be a Commission Retreat that will focus on the Summary of external data, and launch theory of change process on March 30th 2023.

12. Items for next Commission Meeting, J. Ocon
 - a. TBD

13. Announcements, All
 - a. COAD is providing gift cards for Napa County Residents that were without power for at least 48 hours and lived in the affected area, J. Ocon
 - b. Calistoga Early Learning Resource Fair at Calistoga Elementary School Friday March 24th 2023 4:00-6:00 PM, J. Ocon.
 - c. Mixteco Resource Fair at the Crosswalk Church Sunday February 26th 2023 was a great success, with over 200 families in attendance, M. Koenig

Adjourn 5:04 pm.

Jennifer Ocon, Chair

ATTEST:

Sarahi Suarez

Commissioners Voting Key

JC = Juan Cisneros; EG = Elba Gonzalez-Mares; MG = Michele Grupe;
KL = Kecia Lind; JO = Jennifer Ocon; KP = Kelsey Petithomme;
JG = Joelle Gallagher; MK= Monica Koenig

Notations under Vote: A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)
Y= Vote in Approval; N= Vote Against
Absent = Commissioner Absent