

****UPDATED MEETING DETAILS****

JUNE 26, 2023 3:00 PM-5:00 PM

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



Commission Meeting Minutes

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

<input checked="" 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:

<input checked="" type="checkbox"/> Christine Fry	
<input checked="" type="checkbox"/> Andrea Sommerville	

2. Public Comment

1. No public comment.

3. Approval of Commission Minutes, J. Ocon

- a. Minutes for May 22, 2023

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

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

4. Commission Business, J. Ocon

- a. Executive Committee member Elba Gonzales-Mares will be stepping down due to other responsibilities effective June 2023. New nomination for Monica Koenig to be an at-large member for Executive Committee.

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

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

- b. Discussion regarding Commission Terms will be held in a future meeting, need to discuss terms and expectations.

5. Staff Updates: L. Duran

- a. Executive Director:

- i. Yvette A. is our new program coordinator, and her start date will be July 10th, 2023.
- ii. Interviews for Executive Assistant will continue this week, looking for a start date in July as well.
- iii. IMPACT Legacy application has been submitted and First 5 Napa County will be the Fiscal Lead Agency for Region 1, anticipating award notices by mid-July.

- b. Programs:

- c. Review and approval of Contract 519-24 with Dr. Lori A. Watson to facilitate Rainbow Family League Season 3 in the amount of \$15,500. Funding allocation from 52310 Consulting Services in FY23-24 Budget.

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

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

10. Financial: Appropriation Increase, J. Ocon.

- a. Discussion and recommendation for approval for a budget adjustment increasing appropriations in the amount of \$56,326, offset by a use of fund balance in the amount of \$56,326. \$40,326 of the increase is needed to close out Region 1 HUB county contracts. \$16,000 is needed to cover the staff cost of First 5 Sonoma assuming HUB Regional Lead from February-June 2023

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

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

11. Compliance Item: 2023-2025 Strategic Plan Presentation, C. Fry/A. Sommerville

- a. Consultant Presentation: Presentation of the strategic plan for 2023-2025, including what was learned through the process, the future of First 5 Napa County, and roadmap and strategies.
- b. Open Public Hearing: No Comment
- c. Receive Testimony: No Comment
- d. Close Public Hearing: Closed public hearing
- e. Adopt FY 2023-2025 Strategic Plan

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

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

12. Items for next Commission Meeting, J. Ocon

- a. Presentation of 4th Quarter Financials.
- b. Action Plan Presentation.
- c. New hire introductions.

13. Announcements, All

- a. None

Adjourn: 4:16 pm.

Jennifer Ocon, Chair

ATTEST:

Sarahi Suarez

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