UPDATED MEETING DETAILS

MARCH 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: 3:02 pm. The following were present:

	Michele Grupe
Kecia Lind	Monica Koenig
Kelsey Petithomme	
Staff present:	
Sarahi Suarez	
Also present:	
Christine Fry	
Andrea Somerville	

- 2. Public Comment
 - 1. No public comment.
- 3. Approval of Commission Minutes, J. Ocon

February 27, 2022- Approved with edits, Item 7 "Staff Updates"

- a) Item 7 (a)-Original" First 5 California Leadership Cohort" Edit- "First 5 Leadership Network Cohort 4"
- b) Item 7(c) Original "Homevisitation will be lead", Edit- "Home Visitation will be led"
 - a. (Motion 1st by JG, 2nd by MG).

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

- 4. Commission Business, J. Ocon
 - a. Reminder that Form 700 needs to be completed by April 1st 2023, final reminder to be sent Thursday March 30th, 2023.
- 5. Staff Updates: L. Heine
 - a. Executive Director: Lilea attended the first of three convenings of the First 5 Leadership Network Cohort 4, March 22-24. The next convening will be in June. There is also a funding update, Prop10 funding is declining at an accelerated rate due to the ban on the tobacco flavor ban (Prop 31). The First 5 Association is looking for sustainable pathways for funding. For now Lilea will be working with Commissioner J. Gallagher and Napa County to draft the budget for FY 23-24, which will be presented at the next commission meeting. Lilea is also looking to hire soon, hoping to develop roles that are flexible and able to evolve as the strategic plan is rolled out.
 - b. Community Programs: Rainbow Family League (RFL) has come to an end and evaluation is in progress, which includes and survey and empathetic interviews with families for feedback. Florecer will hold their last convening on Sunday April 16th, 2023, 5:00-7:00 PM. It will be held at the NCOE main office and invitation is

extended to Commissioners. StoryWalk 2023 is rolling into their second year and kick-off will be June 3rd at Skyline Wilderness Park. After this there will be a pause on Community Programs until new staff is hired.

c. Early Learning: First 5s across the state are awaiting the release of the next IMPACT funding application. Funding release is anticipated July 1, 2023 and the state is in the final stages of program review before the RFA is released. Due to changes in First 5 Napa staffing, how Quality Counts (QC) is implemented locally needs to be reviewed. As the new fiscal year approaches and the IMPACT Legacy RFA being released from the state, Lilea is proposing releasing an RFP and reviewing proposals from local agencies who can lead QC work locally.

6. Contracts J. Ocon

a. Discussion and approval of Amendment 1 to contract 501-23 between First 5 Napa County and Community Resources for Children awarding additional funding of \$38,800 for local Quality Counts work implementation.

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

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

b. Discussion and approval of Contract 586-23 between First 5 Napa County and Favianna Rodriguez for workshop facilitation for Napa County's StoryWalk 2023 programming in the amount of \$4,700.00.

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

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

- 7. Review and Approval of an Accommodations Policy 2023, J. Ocon
 - a. This is part of the Brown Act that requires reasonable accommodations, we need to ensure accommodations are met for anyone joining the Commission Meetings, i.e. Translation.

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

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

- 8. Discussion and Approval of First 5 Napa County Credit Card, J. Ocon
 - a. First 5 Napa County will begin process to open a credit card account that will have Executive Director, Lilea
 Heine, named as primary account holder through Napa County. Credit card will be used for office and
 programing purchases and will have a credit line of \$10,000.

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

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

- 9. Presentation from Onside Partners, C. Fry/A. Sommerville
 - a. Presentation of strategic planning process and timeline: Christine and Andrea from Onside gave an overview about the upcoming Strategic Planning Retreat, taking place Thursday March 30th 2023, at Napa Valley Community College. They reviewed the agenda for the retreat and went over information that will be covered, this includes creating a Theory of Change, reflecting on input provided by stakeholders (families, caregivers, providers), and connecting with each other as colleagues and leaders.
- 10. Items for next Commission Meeting, J. Ocon
 - a. Recap on Commissioner Terms and review of Commissioner Categories.
 - b. Conflict of Interest check-in and updates
 - c. Review of 3rd Quarter Financials
 - d. Presenting Draft of Budget FY 23-24
 - e. Review "Consent Agenda" Policy

11. Announcements, All

- a. The Napa County Maternal, Child and Adolescent Health Program received funding from the California Home Visiting Program to implement an evidenced based home visiting program called Nurse Family Partnership (NFP). The Nurse Family Partnership Program serves first-time parents who qualify for Medi-Cal, from pregnancy until the child turns 2 years of age. We are just in the beginning stages of planning. The nurses still need to be trained. We'll keep you posted as to when we can start accepting community referrals. M. Koenig
- b. April 1st is Kids Day; Cope will be holding an event Saturday 11:00-3:00 PM at the Oxbow Commons Park- M. Grupe
- c. After Kids Day Event, the First 5 Napa Network monthly Charette's Dinner will be held at Los Agave's restaurant at 5:30 PM L. Heine

Adjourn 4:27 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

<u>Notations under Vote</u>: A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)

Y= Vote in Approval; N= Vote Against

Absent = Commissioner Absent