



## Commission Meeting Minutes

*Cope Family Center  
707 Randolph Street, Napa*

**March 25, 2019  
3:30pm – 5:00pm**

Call to Order: 3:37pm. The following were present:

<input checked="" type="checkbox"/> Elba Gonzalez-Mares	<input checked="" type="checkbox"/> Michele Grupe	<input checked="" type="checkbox"/> Laura Keller
<input checked="" type="checkbox"/> Andrea Knowlton	<input checked="" type="checkbox"/> Kecia Lind	<input checked="" type="checkbox"/> Jennifer Ocon
<input checked="" type="checkbox"/> Jennifer Palmer	<input checked="" type="checkbox"/> Debbie Peralez	<input checked="" type="checkbox"/> Brad Wagenknecht

Staff present:

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

Also present:

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Public Comment

A. No public comment.

1. Approval of Commission Minutes, E. Gonzalez-Mares

February 25, 2019 (Motion 1st by BW, 2nd by JO).

EG	MG	LK	AK	KL	JO	JP	DP	BW
A								

2. First 5 Napa Network Update, EGM/MG/JP/JG

A. Joelle spoke about the 3<sup>rd</sup> convening of the F5NN. Members of the cohort reported on protocols/prototypes that the design teams are working on: Jennifer Palmer, Michele Grupe, Elba Gonzalez-Mares, and Executive Director Joelle Gallagher.

3. Executive Committee Report, E. Gonzalez-Mares

A. Property Update

i. Joelle reported that we don't have to move out of the office during the month of December.

- B. Small County Convening
  - i. Joelle attended the Small County Convening. She mentioned that it was good to hear from other small counties. There is a push to get them involved in the State network and work at the State level. The convening was helpful in bringing people together.
  
- 4. Staff Report, E. Darlington
  - A. Form 700 Update/Reminder -- due April 2, 2019
    - a. Emily reminded the Commission of the upcoming Form 700 due date. We had reported previously that we would be able to submit electronically, however we just received word that this isn't possible for Special Districts. We will be required to submit hard copies to the Napa County Elections Department. Emily is sending an email to Commissioners with a link to the form and the address to send to.
  - B. Conflict of Interest Updates
    - a. Emily also reported that along with the submittal of Form 700s, that it is time to update Conflict of Interest Disclosures. Forms were distributed and collected for filing.
  
- 5. Policy Discussion, E. Gonzalez-Mares
  - A. Public Charge
    - 1. Elba reported that funding has been secured for the Public Records Request from a donor through the Napa Valley Community Foundation. First 5 will cover remaining due (approved at previous meeting).
    - 2. Joelle responded to County Counsel, request was sent forward for the data to be compiled.
  - B. Census 2020
    - 1. There is a First 5 Convening about counting young children on April 3<sup>rd</sup>. The Complete Count Committee is working here in Napa County, many Commissioners on subcommittees.
    - 2. Jenny reported that her subcommittee is working to try to help get better numbers for the 0-5 population.
  - C. City of Napa General Plan ("Napa 2040")
    - 1. Joelle will send General Plan survey to Commissioners. Michele is working on talking points. Meetings are available to attend to get more information.
  - D. Other
    - 1. Michele reported that there is legislation moving regarding family resource centers, recognizing these organizations as foundational structures and could make funding available to support. Will share more information as it comes available.
  
- 6. Items for April 22 Meeting
  - A. First 5 Napa Network Update
  - B. Budget and Finance Committee
  - C. First 5 CA Annual Report

7. Announcements

- A. Michele reported that the Resilient Napa Conference is on Thursday. There are a few seats left. There was also a flyer distributed with conferences coming up including Races and Aces and Social Determinants of Health.
- B. Laura reported that she is completing the MCH 5-year Needs Assessment. She will be doing a presentation of the information and will let the Commission know the date.
- C. Andi reported that a large grant application will be released within the next month for preschool inclusion. She may approach Commissioners to possibly be on a planning group, etc.

Adjourn 5:00pm

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Elba Gonzalez-Mares, Chair

ATTEST:

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Emily Darlington

**Commissioners Voting Key**

EG = Elba Gonzalez-Mares; MG = Michele Grupe; LK = Laura Keller;  
AK = Andrea Knowlton; KL = Kecia Lind; JO = Jennifer Ocon; JP = Jennifer Palmer;  
DP = Debbie Peralez; BW = Brad Wagenknecht

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