



## Commission Meeting Minutes

*Meeting held via Zoom*

**May 18, 2020**

**3:00pm-5:00pm**

Call to Order: 3:08pm. The following were present:

<input checked="" type="checkbox"/> Kay Altizer	<input checked="" type="checkbox"/> Elba Gonzalez-Mares	<input checked="" type="checkbox"/> Michele Grupe
<input type="checkbox"/> Laura Keller	<input checked="" type="checkbox"/> Kecia Lind	<input checked="" type="checkbox"/> Jennifer Ocon
<input 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 type="checkbox"/> Anne Sutkowi-Hemstreet
<input checked="" type="checkbox"/> Emily Darlington	<input type="checkbox"/> Catherine Moon

Also present:

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Public Comment

A. No public comment.

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

April 27, 2020 (Motion 1st by BW, 2nd by JO).

KA	EG	MG	LK	KL	JO	JP	DP	BW
			X			X		

2. First 5 Napa Network

A. Scenario Planning: C1 & 2 and Commission, J. Gallagher

1. Joelle reported that the consultants have worked with a group that includes Commissioners, C1 & 2 members, and staff to plan a Scenario Planning workshop. Invites will be going out soon. We will be looking at the future needs of the 0-5 system and the consultants will put together design teams to do the work/planning.

- B. Rainbow Action Network, A. Sutkowi-Hemstreet
  - 1. Joelle reported for Anne that activities for Pride Month are being planned. She also gave an update on the Rainbow Flag efforts.

- C. Together Apart Campaign, First 5 Staff
  - 1. Joelle reported that the Love Notes campaign has been extended through the month of May. Joelle also mentioned that staff worked in collaboration with the County Probation Department to assemble and deliver 300 care packages to FRCs and Child Start.
  - 2. Emily added that some additional Together Apart activities coming up include: Bubble Party, Love Notes (continued), and Journaling/Reflection week.

3. Quality Counts, E. Darlington

- 1. QCC Local Consortia and Partnership Grant RFA
  - A. Emily reported that the grant was submitted last week on behalf of First 5 and Napa County Office of Education.
- 2. Update on Workforce Development Grant RFA
  - A. Emily reported that this grant has been removed from the Governor’s budget for now and the RFA has been retracted.

4. Fiscal, J. Gallgher

- A. Review and approval of rollover funds for the remainder of With/In Collaborative contract from FY 19-20 to FY 20-21 in the amount of \$50,000
  - 1. Joelle explained that we need to move the remaining amount of the contract to FY 20-21.
  - 2. (Motion 1st by BW, 2nd by MG).

KA	EG	MG	LK	KL	JO	JP	DP	BW
			X			X		

- B. Review and possible approval of Professional Services Contract with Mechele Small Haggard not to exceed \$3,000 for Home Visitation Coordination RFA development
  - 1. Joelle reported that the scope of work for Mechele was sent with the Commission meeting materials. The Executive Committee has reviewed and is recommending approval.
  - 2. (Motion 1st by DP, 2nd by JO).

KA	EG	MG	LK	KL	JO	JP	DP	BW
			X			X		

C. Review draft budget for FY 20-21

1. Staff Report
  - A. Joelle reviewed the draft budget with the Commission.
2. Open Public Hearing
3. Receive Testimony
  - A. No testimony received.
4. Close Public Hearing

5. F5 COAD Support, F5 Staff

A. Childcare Committee

1. Joelle reported that the committee is talking about best practices for caring for children and that there will be a guidance document developed to assist providers.
2. Joelle also reported that supplies from First 5 CA were delivered to Crosswalk Church. CRC distributed to providers.

B. Mental Health Committee

1. Joelle reported that Anne sits on this committee. Members are sharing resources, including Anne sharing the Together Apart Campaign activities.
2. Michele mentioned that there is a Reflective Training coming up with Dr. Kristie Brandt. She emailed the information to staff and Commissioners.

6. FY 20-21 Compliance Items, E. Darlington

A. First 5 CA Annual Report

1. Emily reported that the FY 18-19 First 5 CA Annual Report was sent with the Commission meeting materials. Emily noted that First 5 County Commission Highlights begin on page 30, First 5 Napa being on page 41. Highlighted is the F5NN and the activities that led to the creation of the Rainbow Action Network.
2. This is a Compliance item for Prop 10 funding.
3. (Motion 1st by BW, 2nd by KA).

KA	EG	MG	LK	KL	JO	JP	DP	BW
			X			X		

7. Policy/Advocacy Updates and Discussion, E. Gonzalez-Mares

A. Housing

1. Joelle reported that there is a group that has been looking at rental protections in Napa County, especially for residential properties. There have been advocacy efforts with the County of Napa to adopt an ordinance for tenant protections.

B. Census 2020

1. Joelle reported that there are a lot of census materials left.
2. Jenny reported that outreach and phone banking continues.

C. City of Napa Budget Cuts

1. Joelle reported that the City of Napa will have a lot of fiscal challenges. At the City Council meeting, there was conversation about looking at large cuts to the Parks and Recreation Department.
2. Joelle also reported that she wrote a letter highlighting how important Parks and Rec services are to young children and their families.

D. County Budget

1. Joelle reported there is a lot of advocacy for HHS services. She will be staying involved and connected to this process.

E. Parent Survey

1. First 5 Napa is surveying families regarding their needs and challenges during COVID-19. There have been approximately 250 responses so far and the deadline is this Friday. Staff will share the data with the Commission.

F. Other

1. No other items.

8. Items for June 22, 2020 Meeting

- A. Review of 2017-2022 Community Plan Update (Compliance)
- B. Adopt 2020-2021 Budget

9. Announcements

- A. No announcements.

Adjourn 4:40pm.

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Elba Gonzalez-Mares

ATTEST:

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Emily Darlington

**Commissioners Voting Key**

KA = Kay Altizer; EG = Elba Gonzalez-Mares; MG = Michele Grupe;  
LK = Laura Keller; 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)