



## Commission Meeting Minutes

*Meeting held via Zoom*

**October 26, 2020**

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

Call to Order: 3:05pm. The following were present:

<input checked="" type="checkbox"/> Kay Altizer	<input checked="" type="checkbox"/> Elba Gonzalez-Mares	<input checked="" type="checkbox"/> Michele Grupe
<input checked="" 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 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	<input type="checkbox"/> Catherine Moon

Also present:

Tracy Schulze	Liz Cowley, Unite Us
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Public Comment

A. No public comment.

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

September 28, 2020 (Motion 1st by JO, 2nd by MG).

KA	EG	MG	LK	KL	JO	JP	DP	BW
						X		X

2. Fiscal

A. Review and accept FY 19-20 annual audit, T. Schulze

a. Tracy reviewed the FY 19-20 audit with the Commission.

b. (Motion 1st by LK, 2nd by KA).

KA	EG	MG	LK	KL	JO	JP	DP	BW
						X		X

- B. Review and approve 1<sup>st</sup> quarter financials, FY 19-20, T. Schulze
  - a. Tracy reviewed 1<sup>st</sup> quarter financials with the Commission.
  - b. (Motion 1st by DP, 2nd by LK).

KA	EG	MG	LK	KL	JO	JP	DP	BW
						X		X

- C. Review and possible approval of contract with Kris Hele for F5NN Cohort 2 survey analysis and report in the amount of \$4500, E. Darlington
  - a. Emily reported that Kris Hele consulted for First 5 Napa last year as well. The scope of work includes Cohort 2 survey analysis and report. Contract would be in the amount of \$4500.
  - b. (Motion 1st by MG, 2nd by KL).

KA	EG	MG	LK	KL	JO	JP	DP	BW
						X		X

3. First 5 Napa Annual Report, E. Darlington

- A. Review and possible approval of First 5 Napa Annual Report to First 5 CA FY 19-20
  - a. Emily reviewed the First 5 Napa Annual Report with the Commission.
  - b. (Motion 1st by LK, 2nd by MG).

KA	EG	MG	LK	KL	JO	JP	DP	BW
						X		X

\*\*Elba left at 4:00pm. Laura Keller, Vice Chair took over for the remainder of the meeting.

4. Unite Us Discussion, Guest Liz Cowley

- A. Liz Cowley from Unite Us gave a presentation to the Commission and partners.

5. First 5 Napa Network

- A. First 5 Focus on DEI
  - a. Joelle reviewed the purpose of the document with the Commission. There was discussion about the DEI work and the Commission endorsed the work continuing.
- B. Design Sprints, J. Gallagher/All
  - a. Anti-Racist Parenting
    - i. Anne reported that the group is on their 2<sup>nd</sup> phase of the sprint. A book and materials for 1 activity were developed for parents to utilize with their children and there are plans to have parent discussion groups after.

- b. 0-3 Parent Mental Health
        - i. The group meeting in Spanish was rescheduled. The group meeting in English is scheduled for Thursday and there are 9 parents signed up to participate.
      - c. COVID-19 Testing
        - i. The group met again and Laura provided updates on the recent activities.
  - C. Cohort 2 Updates, J. Gallagher
    - a. Joelle reported there will be more information to share on Cohort 2 in November. Adene will likely attend in November or December to wrap up and report out on Cohort 2.
  - D. Diversity and Inclusion Programming/Efforts, A. Sutkowi-Hemstreet
    - a. Anne reported that Rainbow Kits are going out to interested child care providers this week. They will participate in a training webinar tomorrow. There is interest at NVUSD for Rainbow Kits for TK and kindergarten classrooms. The Spanish version of the kit is in progress.
    - b. The Napa Strong Enough Campaign created yard signs to distribute throughout the community. 200 yard signs were purchased. Signs for business are in progress.
    - c. St. Helena City Council approved a resolution to declare Systemic Racism and Discrimination a Public Health Crisis.
    - d. There is movement to create a Human Rights Commission in the future. The CLC group, Strengthening Immigrant Families, is going to support the effort.
    - e. Anne also reported that there is a training for wineries in the works.
6. Quality Counts, E. Darlington
- A. No report.
7. Childcare Collaborations, F5 Staff/Comm.
- A. COAD Childcare Committee, JG/ED
    - a. No report.
8. Policy/Advocacy Updates and Discussion, L. Keller
- A. Diversity and Inclusion Candidate Forum, ASH
    - a. Joelle reported that the forum was very successful.
  - B. Census 2020, J. Ocon
    - a. Jenny reported that Napa has a 70.4% completion rate for the census. This is better than the 2010 completion rate.
  - C. CLC Open and Transparent Government, M. Grupe

- a. Michele reported the group is creating recommendations based on feedback received.
- D. CLC Strengthening Immigrant Families, J. Gallagher
  - a. Joelle reported that the group is joining the Human Rights Commission efforts.
- E. Other
  - a. No additional reports.

9. Items for November 23, 2020 Meeting

- A. Deferred Comp
- B. 2021 Meeting Schedule

10. Announcements

- A. Jenny reported that the fire relief recovery program is launching. Residents can apply for 1 time grants.

Adjourn 5:00pm.

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Elba Gonzalez-Mares, Chair

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)