



Commission Meeting Minutes

Cope Family Center
707 Randolph Street, Napa
October 22, 2018
3:00pm – 5:00pm

Call to Order and Roll Call, E. Gonzalez-Mares: 3:06 pm. The following were present:

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

Staff present:

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

Also present:

Georgina Panganiban	
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- ** 3:07 pm Jennifer Palmer arrived
- ** 3:23 pm Michele Grupe arrived
- ** 3:32 pm Brad Wagenknecht arrived

Public Comment - None

1. Approval of Commission Minutes, (September 25, 2018):

(Motion 1st by, M. Grupe, Motion 2nd by L. Keller)

EG	MG	LK	AK	JO	JP	DP	BW

2. Executive Committee Report, J.Gallagher

A. Commissioner application was received from Kecia Lind, Deputy District Attorney. She will fill Molly Jouaneh’s seat and her term will end in January, necessitating her reappointment.

3. Resolution 2018-02, Change of Meeting Time, E. Gonzales-Mares

A. Resolution 2018-2 Change ExCom meeting time to 3:30 on the Second Thursday of the Month and Change Commission meeting time to 3:30 on the Fourth Monday of the Month

(Motion 1st by, M. Grupe, Motion 2nd by, A. Knowlton)

EG	MG	LK	AK	JO	JP	DP	BW

4. **PUBLIC HEARING: 2017-2018 Annual Report to First 5-CA**, E. Gonzalez -Mares
- A. Staff Report, A. Sutkowi-Hemstreet
 - 1. Anne reviewed the highlights from the Annual Report. Copies of the full report had been previously sent to the Commission.
 - B. Open Public Hearing
 - C. Receive Testimony
 - 1. No testimony received
 - D. Close Public Hearing

5. **Review and Approve 2017-2018 Annual Report to First 5-CA**, E. Gonzalez-Mares
(1st Motion by, L. Keller , 2nd Motion by, A. Knowlton,)

EG	MG	LK	AK	JO	JP	DP	BW

6. **PUBLIC HEARING: Financial Audit for FY ended June 30, 2018**, E. Gonzalez-Mares

- A. Auditor Report, G. Panganiban
 - 1. On Tracy’s behalf, Gina presented the Audit report for FY 1718
- B. Open Public Hearing – 3:28PM
- C. Receive Testimony
 - 1. No testimony received
- D. Close Public Hearing – 3:36 PM

7. **Financial Reports**, G. Panganiban

- A. Review and accept financial audit for FY ended June 30, 2018
(1st Motion by B. Wagenknect, 2nd motion by, L. Keller)

EG	MG	LK	AK	JO	JP	DP	BW

- B. Review and approve first quarter financial reports for the first quarter 2018-19
(Motion 1st by, M. Grupe, 2nd Motion by, B. Wagenknect)

EG	MG	LK	AK	JO	JP	DP	BW

8. **Discuss and Possible Approval of Budget Adjustment**, J. Gallagher

- A. Move \$14K in “Sponsorship Grants” to “Training and Conference Expenses” to more accurately reflect the Commission’s desire to fund training expenses for Commissioners/partners to attend the Stanford dSchool “Designing for Social Systems” training.
(1st Motion by, J. Ocon, 2nd Motion by, A. Knowlton)

EG	MG	LK	AK	JO	JP	DP	BW

9. Contract Review and Possible Approval, J. Gallagher

A. Facilities Contract for Bodega Bay Lodge, Jan. 14-15, 2019

(1st Motion by, M. Grupe, 2nd Motion by, L. Keller)

B.

EG	MG	LK	AK	JO	JP	DP	BW

Facilities Contract for Indian Springs, March 13-14, 2019

(1st Motion by, J. Ocon, 2nd Motion by, A. Knowlton)

C.

EG	MG	LK	AK	JO	JP	DP	BW

Facilities Contract for Napa Valley College Feb 12 and May 2 2019

(1st Motion by, L. Keller, 2nd Motion by, M. Grupe)

EG	MG	LK	AK	JO	JP	DP	BW

10. Discuss Recruitment Plan F5NN Cohort, J. Gallagher

A. J. Gallagher reviewed the Cohort application and other documents. Commissioners discussed potential candidates and agreed to “nominate” individuals and encourage them to apply.

11. Discussion and Possible Endorsement of Measure I, J Gallagher

A. Countywide measure to raise TOT tax to fund affordable and workforce housing. Approval to support Measure I and the corresponding city measures.

(Motion 1st by, M. Grupe, 2nd Motion by J. Palmer)

EG	MG	LK	AK	JO	JP	DP	BW

12. Discuss Public Charge and First 5 Position and Comments, J Gallagher

A. Commission discussed. Approval to appoint a subcommittee to create talking points about the impacts of the Public Charge rule change and use information and data to educate the community. Commissioners who volunteered for committee are: J. Ocon, J. Palmer, E. Gonzalez-Mares, and L. Keller. J. Gallagher will coordinate a committee meeting.

(1st Motion, by M. Grupe, 2nd Motion by B. Wagenknecht)

EG	MG	LK	AK	JO	JP	DP	BW

13. **Items for November 26 meeting**

- A. Next meeting to start at 3:30 pm

14. **Announcements**

- A. Dia de los Muertos event, Saturday, 10/27 from 12-4 pm, at NVC – Upper Valley Campus in St. Helena. - J. Ocon

Adjourn at 4:45 pm.

Elba Gonzalez-Mares, Vice Chair

ATTEST:

Lindi Gallagher

Commissioners Voting Key

EG = Elba Gonzalez-Mares; MG = Michele Grupe; LK = Laura Keller;
AK = Andrea Knowlton; 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)