



****UPDATED MEETING DETAILS****

October 23, 2023 3:00 PM-5:00 PM

MEETING IN PERSON ADDRESS: 1303 JEFFERSON ST #100A NAPA CA 94559

Commission Meeting Minutes

1. Call to Order: 3:02 pm. The following were present:

<input type="checkbox"/> Juan Cisneros	<input type="checkbox"/> Elba Gonzalez-Mares	<input type="checkbox"/> Michele Grupe
<input checked="" type="checkbox"/> Kecia Lind	<input checked="" type="checkbox"/> Jennifer Ocon	<input checked="" type="checkbox"/> Monica Koenig
<input type="checkbox"/> Kelsey Petithomme	<input checked="" type="checkbox"/> Joelle Gallagher	<input checked="" type="checkbox"/> Jennifer Yasumoto

Staff present:

<input checked="" type="checkbox"/> Lilea Duran	<input checked="" type="checkbox"/> Ivett Avina
<input checked="" type="checkbox"/> Sarahi Suarez	<input checked="" type="checkbox"/> Bethany Hannah

Also present:

<input checked="" type="checkbox"/> Araceli Soto	
<input checked="" type="checkbox"/> Gina Panaganiban	

2. Public Comment

1. No public comment.

3. Mission and Vision Moment

- a. Lilea, Executive Director reads the vision and mission to the commissioners and staff. Araceli Soto shares her experience and her mission/vision moment based on her experience as a mentor in First 5 Napa's Floreecer program.

4. Approval of Commission Minutes, J. Ocon

- a. Minutes for September 25 2023

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

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

5. Commission Business, J. Ocon

- a. Commissioners received documents on political activities reminder, there were no questions.

6. Compliance Item: Presentation and Approval FY 2022-2023 Annual Audit, G. Panaganiban

- a. Gina Panaganiban presents the findings from the Annual Audit. In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the commission as of June 30, 2023 and the respective changes in the financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. Gina reported that we are in full compliance.

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

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

7. Compliance Item: Presentation and Approval of FY 2022-2023 First 5 Napa County Annual Report, L. Duran
- Lilea Duran, ED presents and summarizes data from the First 5 Annual report. The annual report results areas are improved family functioning, improved child development, child health systems and systems of care. Public hearing was opened, there were no comments.

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

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

8. Contracts and MOU, J. Ocon

- Review and possible approval of amendment to Contract 584-24 with COPE Family Center for local home visitation through Ready Set Grow! initiative during FY23-24. Amendment clarifies contract terms. Funding allocation from 54805 Home Visitation Expenditures in FY23-24 Budget.

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

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

- Review and possible approval of Contract 600-24 with Napa Valley College in the amount of \$9,844.00 for Floreecer Cohort 1 coursework. Funding allocation from 52310 Consulting Services in FY23-24 Budget.
- Review and possible approval of Contract 601-24 with Napa Valley College in the amount of \$9,844.00 for Floreecer Cohort 2 coursework. Funding allocation from 52310 Consulting Services in FY23-24 Budget.

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

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

9. FY 23-24 Budget Adjustment, J. Ocon

- Review Increases 43790 State: IMPACT Legacy grant revenue from \$168,599 to \$1,833,464. Increase includes county allocations for Region 1, First 5 Napa County will hold and distribute funds as Fiscal Lead Agency for the region. Funds allocated to 54805 Impact/QCC grants. (Motion 1st by JG, 2nd by JY).

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

10. Items for next commission meeting, J.Ocon

- At the next commission meeting Commissioners will review compensation philosophy draft as well as review the commissioner duties and responsibilities document. The commission will be looking at our employee cash in lieu, advocacy agenda, electing new officers, as well as programs presentations for Rainbow Kits, Rainbow Family League and Floreecer.
- This will also be the last meeting for Commissioners Elba Gonzalez and Michelle Grupe.
- The next meeting will be December 4th.

11. Announcements, J. Ocon.

- Dia de lost Muertos event this Sunday at Napa Valley College in St. Helena. Napa celebration will be November 4th.

Adjourn: 3 :52 pm.

Jennifer Ocon, Chair

ATTEST:

Bethany Hannah

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

Notations under Vote: A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)
Y= Vote in Approval; N= Vote Against
Absent = Commissioner Absent