



****UPDATED MEETING DETAILS****
September 22, 2025 3:00 PM-5:00 PM

MEETING IN PERSON ADDRESS: 1303 Jefferson Street, Suite 100A

Commission Meeting Minutes

1. Call to Order: 3:01 pm. The following were present:

☒ Juan Cisneros	☒ Jennifer Ocon	☒ Monica Koenig
☒ Torence Powell	☒ Joelle Gallagher	☐ Jennifer Yasumoto-absent
☒ Kelsey Petithomme	☐ Vanessa Rubio-absent	☒ Marlena Garcia

Staff present:

☒ Ashley Walker	
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2. Public Comment

1. Joshua Schultz- NCOE Superintendent of schools
2. Bob Magnani- Leadership Napa Valley

3. Approval of Commission Minutes, J. Cisneros

- a) Minutes for August 25, 2025

- a. (Motion 1st by KP, 2nd by TP)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	Absent	2 nd	Y	1 st	Y	2 nd	Absent	Y

4. Commission Business

- a) Reminder that this is our last commission meeting in the current First 5 Office. October and December meetings will be held at Child Start, Inc. New meeting location to be determined in the new year.

5. Presentation: CRC reports on Impact grant scope of work outcomes from FY 2024-25—Erika Lubensky and Emily Alexander

6. Compliance Item: Review and possible approval of FY 2024-25 Q4 Financials

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

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	Absent	2 nd	Y	y	1 st	Y	Absent	2 nd

7. Impact Contract: Review and possible approval of MOU 501-26 with CRC in the amount of \$88,000 for IMPACT Legacy related county reimbursements

(Motion 1st by JO., 2nd by MK)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	Absent	Y	1 ST	Y	Y	2 ND	Absent	Y

7. Executive Director Report:

a. Staff Updates:

- a. Katherine Van Treese, New Program Coordinator
- b. Review and possible approval of [proposed org chart](#); Manager, External Relations & Operations, and Community Steward positions

(Motion 1st by JG., 2nd by JO)

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	Absent	Y	2 nd	Y	1 ST	Y	Absent	Y

- c. Program Updates- Safe Seats, DPIL, & Belonging Through Books
- d. F5 Association Dues- Tulare County decline association membership, conversations for FY25-26 dues beginning

8. Items for next Commission Meeting, J. Cisneros

- a. 2024-25 Audit presentation & Q1 financials
- b. Review and approval of FY2024-25 Annual Report

9. Announcements

- a. Napa Day Against Hate—Veterans Park—Sunday October 12th at 12:30pm
- b. UpValley Open House for the student wellness center at St. Helena High School—10/8 3-5pm

c. Next Commission Meeting: October 27, 2025 from 3-5PM

Adjourn: 4 :01 pm.

Juan Cisneros, Chair

ATTEST:

Ashley Walker, SecretaryCommissioners Voting Key

JC = Juan Cisneros; TP= Torrence Powell; VR = Vanessa Rubio
 JO = Jennifer Ocon; JY= Jennifer Yasumoto; KP = Kelsey Petithomme;
 JG = Joelle Gallagher; MK= Monica Koenig; MG= Marlena Garcia

Notations under Vote: A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)

Y= Vote in Approval; N= Vote Against

Absent = Commissioner Absent

X= arrived after or left before vote