



**\*\*UPDATED MEETING DETAILS\*\***  
**October 27, 2025 3:00 PM-5:00 PM**

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

**Commission Meeting Minutes**

1. Call to Order: 3:00 pm. The following were present:

|   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Juan Cisneros     | <input type="checkbox"/> Jennifer Ocon-absent        | <input checked="" type="checkbox"/> Monica Koenig     |
| <input checked="" type="checkbox"/> Torence Powell    | <input checked="" type="checkbox"/> Joelle Gallagher | <input checked="" type="checkbox"/> Jennifer Yasumoto |
| <input checked="" type="checkbox"/> Kelsey Petithomme | <input type="checkbox"/> Vanessa Rubio-absent        | <input checked="" type="checkbox"/> Marlena Garcia    |

Staff present:

|   |  |
|---|--|
| <input checked="" type="checkbox"/> Ashley Walker |  |
|---|--|

2. Public Comment

None

3. Approval of Commission Minutes, J. Cisneros

- a) Minutes for September 25, 2025

- a. (Motion 1<sup>st</sup> by TP, 2<sup>nd</sup> by MG)

| JC | VR     | TP              | JO     | KP | JG | MK              | JY | MG              |
|----|--------|-----------------|--------|----|----|-----------------|----|-----------------|
| Y  | Absent | 1 <sup>st</sup> | Absent | Y  | Y  | 2 <sup>nd</sup> | X  | 2 <sup>nd</sup> |

4. Commission Business

- a) Review and possible approval of Resolution 2025-02, updating the meeting times and locations for 2026 commission and ExComm meetings
- b) Announcement of Executive Committee elections at December commission meeting
- c) Reminder: there is not a commission meeting in November

5. Compliance Item: Presentation and Approval FY 2024-2025 Annual Audit *Napa County Auditor Controller Staff Presentation*

- a) Staff Review
- b) *Open Public Hearing*
- c) *Receive Testimony*
- d) *Close Public Hearing*
- e) *Approval FY 2024-2025 Annual Audit*

- a. (Motion 1<sup>st</sup> by JG, 2<sup>nd</sup> by JY)

| JC | VR     | TP | JO     | KP | JG              | MK | JY              | MG              |
|----|--------|----|--------|----|-----------------|----|-----------------|-----------------|
| Y  | Absent | Y  | Absent | Y  | 1 <sup>st</sup> | Y  | 2 <sup>nd</sup> | 2 <sup>nd</sup> |

6. Presentation and possible acceptance of 1<sup>ST</sup> Quarter Financials FY 25-26

(Motion 1<sup>st</sup> by KP., 2<sup>nd</sup> by TP)

|    |        |                 |        |                 |    |    |    |                 |
|----|--------|-----------------|--------|-----------------|----|----|----|-----------------|
| JC | VR     | TP              | JO     | KP              | JG | MK | JY | MG              |
| Y  | Absent | 2 <sup>ND</sup> | Absent | 1 <sup>ST</sup> | Y  | Y  | Y  | 2 <sup>nd</sup> |

7. Review and possible approval of the attached Budget Amendment to the current FY2025-26 budget-- which will update the budget to reflect the Safe Seats grant and increases appropriations offset by the donation of the same amount

(Motion 1<sup>st</sup> by TP., 2<sup>nd</sup> by JY)

|    |        |                 |        |    |    |    |                 |    |
|----|--------|-----------------|--------|----|----|----|-----------------|----|
| JC | VR     | TP              | JO     | KP | JG | MK | JY              | MG |
| Y  | Absent | 1 <sup>st</sup> | Absent | Y  | Y  | Y  | 2 <sup>nd</sup> | Y  |

8. Compliance Item: Presentation and Approval of FY 2024-2025 First 5 Napa County Annual Report

- a) Staff Review
- b) *Open Public Hearing*
- c) *Receive Testimony*
- d) *Close Public Hearing*
- e) *Approval FY 2024-2025 Annual Audit*

a. (Motion 1<sup>st</sup> by MK, 2<sup>nd</sup> by KP)

|    |        |    |        |                 |    |                 |    |    |
|----|--------|----|--------|-----------------|----|-----------------|----|----|
| JC | VR     | TP | JO     | KP              | JG | MK              | JY | MG |
| Y  | Absent | Y  | Absent | 2 <sup>nd</sup> | Y  | 1 <sup>st</sup> | Y  | Y  |

9. Executive Director Report:

- Office move in final stages of completion, we will be completed moved out October 31<sup>st</sup>!
- Belonging Through Books program has completed three sessions so far
- Safe Seats program continuing strong momentum- 300 seats have gone out!

10. Items for next Commission Meeting, J. Cisneros

- Deferred Compensation, 401k retirement accounts mandate
- Potential RFP review for new strategic plan creation
- Bylaws review for ExComm elections

11. Announcements

- a) BOS approve MSA funds for emergency support of food security, the Community foundation will be gathering donations from the community in support of the unified effort.

- b) Next Commission Meeting: December 8, 2025 from 3-5PM

Adjourn: 4 :07 pm. \_\_\_\_\_

Juan Cisneros, Chair

ATTEST:

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Ashley Walker, Secretary

Commissioners 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