**First 5 Trinity County – Meeting Minutes**

**Meeting Date: November 13, 2017, 2:30– 3:37 p.m. – Human Response Network**

**Attendees: Liz Hamilton, Chair; Caedy Minoletti, Vice Chair; Sarah Supahan; Marcie Cudziol; Julie Ashton Boyd; Letty Garza; Mario Angelone**

**Excused: Aaron Rogers; Noel O’Neill; Keith Groves**

**Guests: Suzi Kochems**

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| **Agenda Item** | **Discussion** | **Action** |
| 1. **Introductions, Public Hearing and Public Comment** | Meeting was called to order at 2:32 pm  Agenda was posted by HRN in a timely matter and per the Brown Act  Introductions were conducted  No public comment was made | **None** |
| 1. **Approval of October 23, 2017 Commission Minutes** | No significant changes were made to the minutes four typos were identified and corrected | **Commissioner Minoletti made a motion to approve the October meeting minutes and Commissioner Hamilton 2nd the motion. Unanimously approved.** |
| 1. **Election of new Commission Chair and Vice Chair** | The current Commission Chair and Vice Chair will continue in their current seats until our annual meeting in June when we will hold annual elections. The Executive Director will bring a potential rotation schedule for the Chair and Vice Chair positions for upcoming years. | **Commissioner Ashton-Boyd (proxy for Commissioner O’Neill) made a motion to have the Chair and Vice-Chair remain until the annual election and Commissioner Supahan 2nd the motion. Unanimously approved.** |
| 1. **Commissioner Reports** | Commissioner Minoletti-the Helena Fire transitional housing program continues. 2 trailers donated and 3 may be purchased this week. Families can stay between 3 months to a year. McConnell Foundation donated $3,000 and Jared Huffman donated $5,000.  Commissioner Garza-HHS is focusing on fire recovery. Programs are operation smoothly. Peer site review went very well. Mario reported that child welfare is fully staffed.  Commissioner Cudziol-California Public Health Officer looking at potential for PG&E lines to go underground. 250 flu shots were given, and 75 at-risk individuals have been outreached to for HEP A; vaccines available for persons at-risk. PH is trying to get local soup kitchens to educate on HEP A.  It was discussed that First 5 should bring a consultant up to present on ACEs for our community; maybe through the Trinity Community Collaborative.  Commissioner Supahan-ACEs and trauma informed care well received in the past. TCOE still looking for an EDE facilitator for Hyampom and Zenia. It is a classified position with college preferred. The bond passed to remediate the Hayfork schools mold issue.  Commissioner Ashton-Boyd (proxy)-Behavioral Health and SUD staff are busting at the seams; down staff and heavy workload. | **No action** |
| 1. **Executive Director’s Report** | a. Financial Report-there was discussion around the fact that some grantees have not submitted their required quarterly reports or invoices; as well, a couple of awarded grantees turned down funding.  b. Executive Director discussed the Requests for Proposals to hire a program evaluator and an audit firm. The RFP proposal responses are due back by December 1st; the Commission will make final decisions to award contracts at the January meeting.  c. Local/State Events-SCOE operates the Bridges to School Success program in Shasta County funded by First 5.  d. Programmatic Areas to explore-the ED will bring some information to the January meeting on the Ages & Stages Program vs. the Help Me Grow Program |  |
| 1. **Meeting Adjourned** | Meeting adjourned at 3:37 p.m. | **Next meeting, 1/8/18-location to be determined** |