**First 5 Trinity County – Meeting Minutes**

**Meeting Date: April 9, 2018, 2:30– 4:15 p.m. – Human Response Network**

**Attendees: Liz Hamilton, Chair; Fabio Robles (designee); Marcie Cudziol; Noel O’Neill; Letty Garza; Richard Kuhns, Sheri White (designee)**

**Excused: Aaron Rogers; Caedy Minoletti; Sarah Supahan; 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 March 12, 2018 Commission Minutes** | No changes were made to the agenda | **Commissioner O’Neill made a motion to approve the March meeting minutes and Commissioner Cudziol 2nd the motion. Unanimously approved.** |
| 1. **Approval of the First 5 Program Evaluation Plan by SEI and Lisa Watson, Consultant** | Lisa Watson provided an overview of the process used to develop the draft evaluation plan. | **Commissioner O’Neill made a motion to approve the rotation schedule and Commissioner Robles 2nd the motion. Unanimously approved.** |
| 1. **Trinity County Resource Director** | The Executive Director reviewed prior discussions from many different settings that would indicate that it is a good idea to move forward with an update to our current Trinity County resource directory. | **No formal action. The ED will begin work to update the resource directory. The cost to print/make available electronically will be brought to a future meeting.** |
| 1. **Executive Director’s Reports** | The Executive Director reviewed the budget to actual fiscal report reconciled through the month of March. The ED reported that all contents and other requested components of the First 5 website have been provided to the web design/branding team and we should have an un-published version of the website by our May meeting. The ED reported that many of the conferences and regional meetings are not geared towards small, rural communities. The ED discussed the options available for additional ACEs training and she will ask Kelly Rizzi, SCOE, to present at the May meeting. The Help Me Grow Program, which is a system’s change process, is being considered by F5 Trinity and is a focus for F5 California; there is potential for HRN to take on some of this work, so exploration will occur in May between HRN, Public Health, Mary Barraco and First 5.  The ED shared that she will be on an 8th grade field trip during the June meeting; the Commission determined that we would make the decision to hold the June meeting at the scheduled day/time or move to another date while in the May meeting. | **No action** |
| 1. **Commissioner Reports** | Commissioner O’Neill-nothing new to share.  Commissioner Robles-shared that the dental van may need additional funding for the current fiscal year; Sherree Beans will be in contact with First 5 after they take a proposal to the TCOE Board.  Commissioner Kuhns-left before Commissioner reports.  Commissioner Cudziol-there is now a public health nurse referral form for pregnant or post-partum women; fax the form to WIC.  Commissioner White-nothing to add.  Commissioner Garza-Department of Public Health released the health rankings and Trinity County is 54th in the state which is disappointing.  Commissioner Hamilton-the garden project is coming along in public health-very exciting time! | **No action** |
| 1. **Meeting Adjourned** | Meeting adjourned at 4:15 p.m. | **Next meeting, 5/14/18-HRN** |