**First 5 Trinity County –Meeting Minutes**

**Meeting Date: September 9, 2019, 2:30-4:11 p.m. – TCOE, 201 Memorial Way, Weaverville**

**Commission Attendees: Fabio Robles, Connie Smith, Sheri White, Richard Kuhns, Letty Garza, Keith Groves, Marcie Cudziol**

**Excused: Aaron Rogers**

**Guest: Lisa Watson, Social Entrepreneurs, Inc.**

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| **Agenda Item** | **Discussion** | **Action** |
| 1. **Call to Order/Introductions** |  | **Meeting was called to order at 2:36 pm by Keith Groves, Chair**  **Quorum was established**  **Introductions were made** |
| 1. **Public Comment on Non-Agenda Matters** | No public comment was made | **None** |
| 1. **Approval of June 17, 2019 Commission Minutes** | No changes were made to the minutes | **Kuhns/Robles. Approved as submitted. Unanimous by Commissioners present.** |
| 1. **Review and Approval of Strategic Planning Data Collection Tools and Approach** | Lisa Watson, Consultant, presented the timeline, tools and approach to our Strategic Planning process. Two surveys were presented to capture input, a Grantee Survey and a Commission Survey. | **Robles/White. Approved the survey tools as presented. Unanimous by Commissioners present.** |
| 1. **Executive Director’s Report** | The Executive Director review our current financial position and where the Commission stands on revenue and expenditures to date. It was discussed that Prop 10 revenue for May and June is expected to arrive in September.  First 5 is heavily invested in the Census 2020 process and the Executive Director sits on the local Census committee which has poor attendance. First 5 will be seeking out volunteers to assist with the process after January 1. | **No action taken** |
| 1. **Commissioner’s Reports** | Commissioner Kuhns and Commissioner Groves had no report  Commissioner White-HRN’s Welcome Baby staff will receive training on the Ages & Stages Questionnaire!  Commissioner Smith stated that BHS has experienced a loss of clinician/counselor staff who are on leave; this will likely impact school-aged children.    Commissioner Robles stated that the TCOE had a school readiness site open at Cox Bar and the program administrator lives in the Community. Burnt Ranch and Zenia no longer have a school readiness site.  Commissioner Cudziol stated that the WIC program is going electronic much like the EBT program; the program will go “live” in Sept or Oct. The TIPS program is going well and is partnering with the CHP and HRN. Next car seat event is in Hayfork on Sept 21st. Flu vaccinations occurring in many schools now; drive thru flu shot clinic occurs in November.  Commissioner Garza-Advocacy funding on a federal level does not require HRN staff to be mandated reporters. Issue will be resolved locally, but Commissioner Garza will be discussing the matter at CWDA to garner input and further discussion. | **None** |
| 1. **Meeting Adjourned** | Meeting adjourned a 4:11 p.m. | **Next meeting, October 28th from 1-4 pm at TCOE. This will be our annual evaluation and audit review and approval public hearing.** |