**First 5 Trinity County –Meeting Minutes**

**Meeting Date: October 28, 2019, 1:00-3:50 p.m. – TCOE, 201 Memorial Way, Weaverville**

**Commission Attendees: Fabio Robles, Sheri White, Richard Kuhns, Letty Garza, Keith Groves**

**Excused: Aaron Rogers; Connie Smith; Marcie Cudziol**

**Guest: Lisa Watson, Social Entrepreneurs, Inc.; Anna Carson; Suzi Kochems**

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| **Agenda Item** | **Discussion** | **Action** |
| 1. **Call to Order/Introductions**
 | Because we did not have a quorum at the beginning of the meeting, the original agenda was handled in reverse until which time a quorum was established. | **Meeting was called to order at 1:12 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 September 9, 2019 Commission Minutes**
 | No changes were made to the minutes | **Robles/Kuhns. Approved as submitted. Unanimous by Commissioners present.** |
| 1. **Public hearing-open at 1:39 pm**
 | Lisa Watson, Consultant, presented the 2018-19 Local Evaluation Report. Hearing closed at 2:23 pm | **Robles/White. Approved the 2018-19 Local Evaluation Report with one minor revision. Unanimous by Commissioners present.** |
| 1. **Public hearing-open at 2:24 pm**
 | Lisa Watson, Consultant, presented the 2018-19 Annual Evaluation Report for the First 5 Annual Reporting Requirements. Hearing closed at 2:50 pm  | **Kuhns/Robles. Approved the 2018-19 Annual Evaluation Report. Unanimous by Commissioners present.** |
| 1. **Public hearing-open at 2:51 pm**
 | The Executive Director reviewed the 2018-19 Annual Audit Report. Hearing closed at 3:02 pm | **Garza/White. Approved the 2018-19 Annual Audit Report. Unanimous by Commissioners present.** |
| 1. **Review and approve the Strategic Planning Process**
 | Lisa Watson, Consultant, provide a review of the situational analysis that guided the Commission in drafting priorities for our five-year strategic plan | **White/Robles. Approved the strategic planning process and drafted some initial priorities for the strategic plan. Unanimous by Commissioners present.** |
| 1. **Executive Director’s Report**
 | The Executive Director provided an update on the year to date revenue and expenditures and F5 is underspent year to date primarily due to a lack of invoicing by grantees. First 5 California is highly engaged in the Census 2020 efforts and First 5 Trinity sits on the local Census Committee and is funding some advertising at the movie theater for Census workers.The Executive Director asked the Commissioners if they would like to have another annual celebration acknowledging the progress of our Commission and of our grantees. It was determined that we would replace our December Commission meeting with an annual celebration and ask our grantees to share their program successes and challenges. Celebration will be held on December 9th from 11-1:30 at the Trinity Alps Golf Course. | **None** |
| 1. **Commissioner’s Reports**
 | Commissioner Kuhns and Commissioner Groves had no reportCommissioner White-CDE consultant to visit the preschool and childcare sites; Mary Haugen is the Children’s Services Director; Tricia Aberg is the Community Services Director; looking to hire a childcare specialist and home visitor.Commissioner Robles-professional development day for educators on November 1st in Douglas City; keynote speaker discussing the Teacher Clarity Playbook; Steve Hiscock is providing Trauma Informed Love & Logic training 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 Garza-left prior to Commissioner’s Reports. |  |
| 1. **Meeting Adjourned**
 | Meeting adjourned a 3:50 p.m. | **Next meeting, December 9th from 11-1:30 pm at Trinity Alps Golf Course. This will be our annual celebration!!!** |