**First 5 Trinity County –Celebration Minutes**

**Public Meeting Date: April 13, 2020, 2:30-4:25 pm-Zoom Call**

**Commission Attendees: Keith Groves; Sheri White; Richard Kuhns; Liz Hamilton; Fabio Robles; Jennifer VanMatre; Connie Smith**

**Excused: Marcie Cudziol**

**Guests: Suzi Kochems (Executive Director) & Lisa Watson (Evaluator)**

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| **Agenda Item** | **Discussion** | **Action** |
| 1. **Call to Order/Introductions**
 |  | **Meeting was called to order at 2:34 pm by Commissioner Groves-Chair****Quorum was established****All attendees introduced themselves** |
| 1. **Public Comment on Non-Agenda Matters**
 | No public comment was made  | **None** |
| 1. **Introduction of our newest Commissioner-Jennifer VanMatre**
 | Commission welcomed Jennifer and she is representing the health care system/hospital | **None** |
| 1. **Approved the meeting minutes from February 10, 2020**
 | No changes were made to the minutes | **Robles/Hamilton. Approved as submitted. Unanimous by Commissioners present. White was not present for the vote.** |
| 1. **Reviewed the Mid-Year Evaluation Brief**
 | Program Evaluator, Lisa Watson, reviewed the data and outcomes for grantee programs halfway through the fiscal year | **Information only** |
| 1. **Reviewed and approved strategic plan**
 | Program Evaluator, Lisa Watson, reviewed the final strategic plan and its many components | **Smith/Robles. Approved as submitted. Unanimous by Commissioners present.** |
| 1. **Reviewed and approved the long-range financial plan**
 | Consultant, Lisa Watson, reviewed the long-range financial plan as a component of the strategic plan | **VanMatre/Robles. Amended to add that grant funding would be sought out to support Home Visiting programs. Motion carried 6/1; White nay.** |
| 1. **Reviewed and approved the 2020-21 Budget**
 | The Executive Director reviewed the budget for the 2020-21 fiscal year and advised that grantee contracts would go out in June as a result of an approved budget | **Kuhns/Robles. Unanimous by members present.** |
| 1. **Reviewed and made determinations on spending during COVID 19 pandemic**
 | The Executive Director reviewed the First 5 CA plans and guidelines for payment to grantees with regard to shelter in place and work from home orders.  | **The Commission all agreed that we would continue to pay grantees as long as there are able to provide a level of service that is compliant with shelter in place orders.** |
| 1. **Discussion on AB 5**
 | The Executive Director discussed the guidelines provided by the First 5 Association as it relates to Executive Directors that are consultant/contractors  | **Information only** |
| 1. **Executive Director’s Report**
 | The Executive Director shared some statewide fiscal concerns with a significant delay in Prop 10 disbursements to Counties resulting in some Commissions having to take out loans for cash flow. Locally, the majority of the F5 grantees continue to invoice and provide quarterly reports later than is written into their contract.Census 2020 work continues, but the state Census team is having a difficult time securing the 264 needed census takers. | **Discussion only** |
| 1. **Commissioner’s Report**
 | Commissioners Groves, Kuhns and VanMatre-nothing to reportCommissioner Robles-essential worker pop-up care at HRN is happening. Trinity Alps Unified partnership is serving about 8 kids. It is the week of the young child-check out the TCOE Facebook page for activities.Commissioner Hamilton-OES, PH and HHS revolving around COVID. April is Child Abuse Prevention Awareness month.Commissioner White-childcare providers are thinking about coming back to provide services in the next 2 weeks. Welcome Bab getting started back up-there are new ways of conducting business.Commissioner Smith-as a result of COVID 19, all BH and SUD services have transitioned to telehealth; staff checking in with families. Full time therapist came back to work after a long leave. Outlying areas are represented fairly well. | **Information only** |
| 1. **Meeting Adjourned**
 | Meeting adjourned a 4:25 pm |  |