**First 5 Trinity County –Meeting Minutes**

**Meeting Date: October 24, 2022, 10:40-12:40 p.m. Meeting held via Zoom**

**Commission Attendees: Liz Hamilton, Marcie Cudziol, Jill Cox, Fabio Robles, Connie Smith**

**Excused: Letty Garza, Sheri White**

**Guests: Suzi Kochems, Kacy Guill**

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| **Agenda Item** | **Discussion** | **Action** |
| 1. **Call to Order/Introductions**
 |  | **Meeting was called to order at 10:40 a.m. by Commissioner Smith.****Quorum was established****Introductions were made** |
| 1. **Public Comment on Non-Agenda Matters**
 | No public comment was made  | **None** |
| 1. **Approval of August 8, Commission Minutes**
 | No discussion | **Commissioner Hamilton made a correction the her Commissioner’s report and the edit was made in the final meeting minutes; Commissioner Cudziol Motion/Commissioner Hamilton second. Unanimous by Commissioners present, with change.** |
| 1. **Commission to hear a presentation about the Library Book Program**
 | County librarian, Kacy Guill, provided a presentation on the Books for Babies/Books for very young readers program and the importance of focusing on literacy and reading to your children. This activity is funded by a grant written by First 5 Trinity for early literacy kits and matched with First 5 Trinity funding. This program prepares Book Bags that go home with parents-they have 300 available and have given out 30 so far. | **Information only** |
| **5. Public hearing First 5 Local Evaluation Report-hearing opened at 10:56 and closed at 11:44 a.m.** | Suzi Kochems, Executive Director, presented the 2021-22 Local Evaluation Report. Primary investments of $10,000 or more are required to complete an annual evaluation report. | **Commissioners commented on the need to see kindergarten readiness snapshots at both the beginning and end of the school year to determine growth and preparedness.****Commission members thought it valuable to know how many children received what type of service through the Trinity Smiles Program and that Qualtrics would be a good tool to track data.****Commissioner Robles motion/Commissioner Cudziol second. Unanimous by Commissioners present.****No public comment.** |
| **6. Public hearing First 5 Annual Report-hearing opened at 11:44 and closed at 12:13 p.m.** | Suzi Kochems, Executive Director, presented the 2021-22 Annual Report to meet the First 5 annual reporting requirement. | **Commissioners commented on the mechanism to find out who needs in home visiting services. Public health has access to new birth info, HRN could be more proactive. How is the program marketed? The Executive Director will connect with HRN to see about a program analysis or possible program changes.****Commissioner Robles motion/Commissioner Hamilton second. Unanimous by Commissioners present. No public comment.** |
| **7. Public hearing First 5 Annual Audit Report-hearing opened at 12:13 and closed at 12:17 p.m.** | Suzi Kochems, Executive Director, presented the 2021-22 Annual Audit Report to meet the First 5 annual audit requirement. | **Commissioner Cudziol motion/Commissioner Cox second. Unanimous by Commissioners present. No public comment.** |
| **8. Executive Director’s Report** | The Executive Director provided a brief update on the year to date budget actuals and the need to recruit for two vacant Commissioner seats. | **Information only. The Executive Director will submit a formal recruitment to the Trinity Journal in early November.** |
| **9. Commissioner’s Reports** | Commissioner Cudziol-PH is partnering with TCOE on oral health initiatives. The Health Equity Assessment is in the works for a countywide assessment facilitated by a consultant; the plan comes out in March 2023 and the consultant is engaging the health systems collaborative as part of the process.Commissioner Hamilton-HHS is holding a child welfare stakeholder’s meeting. Going to include First 5 in the CAPC invite.Commissioner Cox-nothing to report.Commissioner Robles-TCOE has a special needs classroom that focuses on early intervention. The school readiness program has 40 students enrolled now. The school district is seeing an increase in dual language learners. The district provides mental health support, counselors, and behavioral techs for students. TCOE sends out a monthly parent’s newsletter about parent and family engagement. All 4 year olds will be enrolled in Universal Prekindergarten by FY 25-26. TCOE is providing their own professional learning series for educators.Commissioner Smith-BHS is currently serving 65 children now. The mobile crisis unit is forthcoming; the unit is like a rolling office in an RV with a shower. The unit will be used throughout and will be available at school extracurricular activities. | **Information only** |
| **9. Meeting Adjourned**  | Meeting adjourned a 11:40 p.m. | **Next meeting, December 12, 2022, via Zoom** |