



**REGULAR MEETING MINUTES**

Monday, December 3, 2018 at 9:00 a.m.

First 5 Monterey County (F5MC) ♦ 1125 Baldwin Street ♦ Salinas, CA

**Call to Order:** Chair Simón Salinas called the meeting to order at 9:02 a.m.

**Pledge of Allegiance:** Chair Salinas led the Pledge.

**Roll Call:** A legal Quorum was present. A legal quorum was present. Commissioners in attendance: Simón Salinas (Chair), Julie Drezner (Vice- Chair), Elsa Jimenez (Secretary), Henry Espinosa, Caryn Lewis, Dr. Julia Pederson, and Cristina Sotelo.

Staff present: Francine Rodd, Kerstine Curtis, Beth Reeves-Fortney, Oscar Flores, Nina Alcaraz, and Joanna Jensen (recorder).

**Additions or Corrections to Agenda:** No additions or changes were made.

**Public Comment Period:** *Members of the audience desiring to address the Commission may do so during this time. Public comments on items not already on the agenda will be accepted.*

No comments were made.

**Consent Agenda Items:** *Consent agenda items are considered to be routine and non-controversial by Commission Staff. Consent items will be considered first and may be approved by one motion if no member of the Commission or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the Commission concerning the item before action is taken. Staff recommendations are shown in capital letters.*

1. **October 22, 2018 Regular Commission Meeting Minutes – APPROVAL**
2. **Financial Statements for July through September 2018 – APPROVAL**
3. **First 5 Monterey County Auditor for the FY 2018/19 - APPROVE** continued engagement of Brown Armstrong Accountancy Corporation through a sole source as the independent auditor to conduct the annual audit for fiscal year ending June 30, 2019 in an amount not to exceed \$18,500.
4. **Cost of Living Allowance (COLA) - APPROVE** a COLA of 3.37%, effective for the payroll period beginning January 6, 2019.
5. **Bright Beginnings Report – RECEIVE REPORT**

ACTION: By motion of Commissioner Jimenez and seconded by Commissioner Drezner, the Consent Agenda Items were unanimously APPROVED as presented.

**Action/Information Items:**

6. **Amendment of First 5 Monterey County Policy Manual - Francine Rodd, Executive Director**

ACTION:

- a. REVIEWED the proposed amendment of the F5MC Policy Manual
  - i. Article III. Employee Salary and Benefit Policy: Sections 3.D
  - ii. Article VIII. Conflict of Interest Policy: Section 7 and 8a
- b. HELD Public Hearing - Chair Salinas opened the Public Hearing. No comments were made. Chair Salinas closed the Public Hearing.

- c. **ADOPTED Amended Policy** – By motion of Commissioner Espinosa and seconded by Commissioner Jimenez, the F5MC Policy Manual amendments were unanimously approved as presented.

**7. First 5 Monterey County FY 2017/18 Annual Report to the Board of Supervisors**– *Nina Alcaraz, Sr. Policy, Advocacy, and Communications Manager*

ACTION: By motion of Commissioner Drezner and seconded by Commissioner Pederson, the Commission unanimously APPROVED the FY 2017/18 Annual Report to the Board of Supervisors and AUTHORIZED the Executive Director and Staff to make non-substantive changes.

**8. First 5 Monterey County FY 2017/18 Annual Report to the Community** – *Nina Alcaraz, Sr. Policy, Advocacy, and Communications Manager*

ACTION: By motion of Commissioner Drezner and seconded by Commissioner Lewis, the Commission unanimously APPROVED the FY 2017/18 Annual Report to the Community and AUTHORIZED the Executive Director and Staff to make non-substantive changes.

**9. F5MC Policy and Advocacy Platform Update** – *Nina Alcaraz, Sr. Policy, Advocacy, and Communications Manager*

ACTION: By motion of Commissioner Espinosa and seconded by Commissioner Jimenez, the Commission unanimously ADOPTED the updated F5MC Policy Platform as presented.

**10. Policy, Advocacy, and Communications Report** – *Nina Alcaraz, Sr. Policy, Advocacy, and Communications Manager*

N. Alcaraz reviewed highlights of the handouts for Item 10 with the Commission.

**11. Annual F5MC Commission Organization:** POSSIBLE ACTION: Appoint Commission Officers and Committee Members – *Joanna Jensen, Administrative Manager*

ACTION: By motion of Commissioner Drezner and seconded by Commissioner Sotelo, the Commission unanimously APPROVED the slate of officers and committee members, as noted in capital letters below.

**a. Election of Officers**

- i. Chair – JULIE DREZNER
- ii. Vice-Chair - CHRIS LOPEZ (pending appointment by the Board of Supervisors)
- iii. Secretary – ELSA JIMENEZ

**b. Board Membership on Committees**

- i. Standing Committees:
  - 1. Executive Committee - OFFICERS (JULIE DREZNER, CHRIS LOPEZ, ELSA JIMENEZ)
  - 2. Finance/Personnel Committee ELSA JIMENEZ (Committee Chair), HENRY ESPINOSA, and CRISTINA SOTELO
  - 3. Evaluation Advisory Committee - COMMISSIONERS JULIE DREZNER AND JULIA PEDERSON (Committee Co-Chair), NATALIE NIELSEN (once she is no longer F5MC staff); ELENA PANTOJA (Community Member), KRISTA HANNI (Community Member), and MICHAEL APPLGATE (Community Member)
- ii. Ad Hoc Committees (*as needed, none currently exist*)

**12. F5MC Commission and Committee Meeting Schedule for 2019** – *Joanna Jensen, Administrative Manager*  
POSSIBLE ACTION: ADOPT the 2019 meeting schedule.

ACTION: By motion of Commissioner Espinosa and seconded by Commissioner Jimenez, the 2019 meeting schedule was unanimously approved as presented.

**13. Executive Director's Report by Strategy - Francine Rodd, Executive Director**

Updates on activities are organized in the format of the Theory of Change and are provided in the handout for Item 13. F. Rodd reviewed highlights of the report and only any additional items mentioned are included below under the appropriate heading.

- a. Advocate for Policies and Communicate Strategically
  - F. Rodd will be participating in GARE (Government Alliance on Race and Equity) this year.
  - Monterey Office of Education is hosting an "All in for Equity" conference on Saturday, March 2, 2019.
- b. Develop Funds
- c. Build Organization and Practitioner Capacity
  - A Spanish speaking pilot will be launched for IFECMH in January.
- d. Fund Integrated Service Collaboratives
- e. Engage in Monitoring, Evaluation, Accountability, and Learning Practices
- f. Administrative Notes

**14. Commissioner Comments/Announcements**

- a. Caryn Lewis was welcomed to the Commission.
- b. Chairman Simón Salinas' last meeting! The Commission and F. Rodd thanked Chair Salinas for his service.

**Adjournment:** Chair Salinas adjourned the meeting at 10:20 a.m.

Joanna Jensen  
Recorder

minutes approved on 1/28/19