

## Commission Meeting Minutes

Wednesday, June 12, 2024

**Members Present:** Chair Toni Campbell, Jennifer Herrera, Bruce McPherson, Diane Munoz, Faris Sabbah, Dr. Raelene Walker

**1. Call to Order and Establish Quorum:** Meeting was called to order at 1:00 pm

**2. Commission Member Remote Attendance Approval – Action Item**

No Commissioner attended the meeting remotely.  
An in-person Commission quorum was present.

**3. Review and Adopt Agenda – Action Item**

**M/S/P: (Commissioners (McPherson/Sabbah). Motion passed unanimously.**

**4. Consent Agenda – Action Item**

- a. Approve Commission January 24, 2024, Meeting Minutes
- b. Accept Financial Report for the period ending May 2024
- c. Accept First 5 Santa Cruz County Grant Application Tracker, 06/12/2024
- d. Accept FY 23/24 First 5 Santa Cruz County Contracts Executed Under Executive Director Authority, 06/12/2024
- e. Accept FY 23/24 First 5 Santa Cruz County Sponsorships report, 06/12/2024

**M/S/P: (Commissioners (Munoz/McPherson). Motion passed unanimously.**

**5. Community Oral Communications**

None

**6. Commissioner Oral Communications**

None

**7. Convene Public Hearing on 2022/2023 First 5 California Annual Report – Action Item**

- Director Brody presented on the 2022/2023 First 5 California Annual Report for the Commission's acceptance.

**M/S/P: (Commissioners (Sabbah/McPherson). Motion passed unanimously**

**8. 2024-2025 Budget – Action Item**

**A.** The Commission approved the First 5 Santa Cruz County Fiscal Year 2024-2025 Budget in an amount not to exceed **\$4,020,108**.

**M/S/P: (Commissioners (Sabbah/Munoz). Motion passed unanimously**

**B.** The Commission finds that the contracts for the fiscal year 2024-2025 continue to meet the factors described in its sole source contracting policy section 1.b relating to contractors' expertise being vital to

the provision of services. The Commission delegates authority to the Executive Director to negotiate, execute, and amend contracts up to the amounts specified.

**I. Operating Expenses – General Admin/Program Support/Evaluation**

- a. Approval of contract with the United Way of Santa Cruz County for First 5 Administrative, Program Support and Evaluation between July 1, 2024, and June 30, 2025, in an amount not to exceed **\$657,166**.
- b. Approval of FY 2024-2025 professional services contracts in amounts not to exceed:

Vendor	Goal Area	Program	Amount
Harshwal & Company LLP	Administration	Financial Audit	\$17,200

**M/S/P: (Commissioners (Walker/McPherson). Motion passed unanimously with no discussion**

**II. Strategic Priority Investments**

- a. Approval of contract with the United Way of Santa Cruz County for First 5 Strategic Priority Investments between July 1, 2024, and June 30, 2025, in an amount not to exceed **\$1,677,025**
- b. Approval of FY 2024-2025 community grants and professional services contracts in amounts not to exceed:

Vendor	Priority Area	Program	Amount
Community Bridges	Thriving Families	Triple P	\$320,130
Encompass Community Services	Thriving Families	Families Together	\$423,936
Go Kids, Inc.	Early Care & Education	Quality Counts	\$111,240
Leslie Goodfriend	Early Childhood System	Thrive by 5	\$25,000
Health Improvement Partnership	Early Childhood System	Thrive by 5	\$50,000
<b>Health Services Agency</b>	<b>Thriving Families</b>	<b>Families Together</b>	<b>\$25,911</b>
Lucille Packard Children’s Hospital Stanford	Healthy Children	Neurodevelopmental Foster Care Clinic	\$77,860
Miller Maxfield	Thriving Families	Triple P	\$20,000
	Thriving Families	Home Visiting Coordination	\$15,000
Optimal Solutions Consulting	Thriving Families	Triple P	\$76,500
	Early Childhood System	Home Visiting Coordination	\$20,000
	Early Childhood System	Thrive by 5	\$30,000
Pajaro Valley Unified School District	Early Care & Education	Raising A Reader	\$185,595
Bonterra	Early Childhood System	Apricot	\$26,095
Subvertical, LLC	Thriving Families	Triple P	\$44,450
Triple P America	Thriving Families	Triple P	\$157,000
P5 Fiscal Strategies	Early Childhood System	Thrive by 5 – CFA	\$45,000

**M/S/P: (Commissioners (Munoz/McPherson). 1<sup>st</sup> Motion to approve community grants and professional services contracts list excluding Health Services Agency passed unanimously.**

**M/S/P: (Commissioners (McPherson/Sabbah). 2<sup>nd</sup> Motion to approve the Health Services Agency grant passed unanimously with commissioner Herrera recusing herself.**

**9. Executive Committee Elections – Action Item**

The Commission elected the Chair, Vice Chair and Secretary for the 2024-2025 year.

- Chair for FY 24-25 – Faris Sabbah
- Vice Chair FY 24-25 – Jennifer Herrera
- Secretary FY 24-25 – Kimberly Petersen

**M/S/P: (Commissioners (McPherson/Walker). Motion passed unanimously with no discussion**

**10. 2024-2025 Commission Meeting Calendar – Action Item**

The Commission approved the 2024-2025 meeting calendar.

**M/S/P: (Commissioners (Sabbah/Walker). Motion passed unanimously with no discussion**

**11. Commissioner Recognition – Information Item**

The Commission gave recognition to Chair Campbell's 25 years of service on the First 5 Santa Cruz County Commission and presented her with a thank you gift for her 25 years of service.

**12. Adjourn @ 2:04 P.M.**