

## Commission Meeting Minutes

Date: Wednesday, October 30, 2024  
Time: 1:00 PM – 3:00 PM

**Members:** Chair, Dr. Faris Sabbah, Jennifer Herrera, Bruce McPherson, Diane Munoz, Kimberly Petersen, Johanna Schonfield, Sheree Storm, Dr. Raelene Walker

Call to Order and Establish Quorum

### 1. Commission Member Remote Attendance Approval – Action Item

In accordance with AB 2449, Commissioners may participate in the Commission meeting remotely under the following conditions:

- Just Cause, or Emergency Circumstances
- Commission Approval

An in-person Commission quorum was present.

**MSP: Motion to allow Commissioner Sheree Storm to participate as a member of the First 5 Commission meeting virtually. (Commissioners McPherson/Petersen) Motion passed unanimously**

### 2. Review and Adopt Agenda – Action Item

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

### 3. Consent Agenda – Action Item

- A. Approve September 25, 2024, Commission Meeting Minutes
- B. Accept Financial Report for the period ending September 2024
- C. Accept First 5 Santa Cruz County Grant Application Tracker, 10/30/2024
- D. Accept FY 24/25 First 5 Santa Cruz County Contracts Executed Under Executive Director Authority, 10/30/2024
- E. Accept FY 24/25 First 5 Santa Cruz County Sponsorships report, 10/30/2024

**M/S/P: (Commissioners Petersen/McPherson) Motion carried unanimously**

### 4. Community Oral Communications

None

### 5. Commissioner Oral Communications

- Commissioner Peterson announced that the Board of Supervisors conducted a brief hearing on the Childcare Facility Impact Study. The results of the study showed that the current fees are within the realm of what should be charged.

- Chair Sabbah: Reported on the Model for Diversion from the Watsonville Police Department. Students who are minors and interact with the justice system will get behavioral options which will allow their record not to be sent to the District Attorney. A 3-yr. grant will allow for the expansion of the program county-wide to help minimize the justice impact on youth.
- Commissioner McPherson reported on Care Court which was implemented in Santa Cruz this year as a county-wide diversion program. The goal is to treat individuals with mental health issues in order to avoid incarceration. The program is meant to serve the entire family.

**6. Public Hearing: Presentation and Approval of First 5 Santa Cruz County 2023-2024 Audited Financial Statements and Independent Auditor's Report – Action Item**

- Harwell and Company, LLC presented an overview of the audit report. There were no significant findings.

**M/S/P: (Commissioners Petersen/McPherson) Motion made to approve the audit report. Motion passed unanimously.**

**7. Public Hearing: Presentation and Approval of First 5 Santa Cruz County's 2023-2024 Annual Report Submission to First 5 California – Action Item**

- Director Brody presented an overview of the 2023-24 Annual Report which documents the work, successes, challenges, and outcomes of First 5 Santa Cruz County.
- Discussion: Commissioners discussed the source and timing of Medi-Cal Administrative Activities (MAA) revenue as well as the recently passed county ban on filtered cigarettes and its potential impact on tax revenue.

**M/S/P: (Commissioners Walker/Munoz) Motion made to approve the annual report as presented. Motion passed unanimously.**

**8. Public Hearing: Presentation and Acceptance of 2023-2024 Annual Evaluation Report and First 5 Santa Cruz County Strategic Plan Progress Report – Action Item**

- Director Brody presented an overview of the progress that has been made on the Strategic Plan beginning 2021-2024. Based on the findings, no changes have been made to the plan. The core of the plan consists of 4 program strategic priority areas: Healthy Children, Thriving Families, Early Care and Education, and Equitable and Sustainable Early Childhood Systems.
- Discussion: Commissioners Munoz, McPherson, and Sabbah shared that there is great collaboration occurring between First 5 and other county agencies and talked about the good work that is being accomplished.

**MSP: (Commissioners Walker/Petersen) Motion made to accept and approve the report. Motion passed unanimously.**

### 9. Contract Authorizations – Action Item

The Commission found that the contracts listed below continue to meet the factors described in its sole source contracting policy section 1.b relating to the contractors' expertise being vital to the provision of services. The Commission delegated authority to the Executive Director to negotiate, execute, and amend contracts up to the amounts specified.

Vendor	Priority Area	Program	06/12/2024 Authorization	Revised Authorization
Triple P America	Thriving Families	Triple P	\$157,000	<b>\$162,000</b>
Subvertical, LLC	Thriving Families	Triple P	\$44,450	<b>\$51,350</b>
Miller Maxfield	Thriving Families	Triple P	\$20,000	<b>\$25,000</b>
Optimal Solutions Consulting	Administration	Strategic Planning	N/A	<b>\$30,000</b>
Awindo Consulting	Early Care & Education	Quality Counts	N/A	<b>\$25,000</b>

**M/S/P: (Commissioners McPherson/Munoz) A motion was made to approve the contract authorizations. Motion passed unanimously.**

### 10. Strategic Planning Update – Information Item

- An overview of the First 5 Strategic Plan 2025-2030 was presented by Nicole Young and Director Brody. The plan is to look at what currently exists and to summarize key themes going forward. A draft of the new plan will be presented to the Commission in March for finalization. The Commissioners were asked for their input as to what they would like to explore during the planning process.

### 11. Commissioner Recognition – Information Item

The Commission recognized Commissioner Bruce McPherson for over 11 years of service on the First 5 Santa Cruz County Commission.

### 12. Staff Recognition – Information Item

The Commission recognized Vicki Boriack, Senior Program Officer, for her 20-year work anniversary with First 5 Santa Cruz County.

### 13. Adjourn 3:07pm