



Commission Meeting Minutes

Wednesday, October 23, 2019

Members Present: Chair Toni Campbell, Bruce Block, Kathy Frandle, Mimi Hall, Lisa Hindman Holbert, Bruce McPherson, Diane Munoz, Faris Sabbah, Ellen Timberlake

1. Call to Order and Establish Quorum

2. Review and Adopt Agenda

3. Consent Agenda

- A. Approve September 18, 2019 Commission Meeting Minutes
- B. Approve Financial Report for the period ending September 30, 2019
- C. Accept First 5 Santa Cruz County Grant Application Tracker, 10/23/19
- D. Accept First 5 Santa Cruz County Contracts Executed Under Executive Director Authority, 10/23/19
- E. Accept FY 19/20 First 5 Santa Cruz County Sponsorships report, 10/23/19

M/S/P: (Commissioner Faris Sabbah / Commissioner Bruce McPherson) unanimously moved to approve the Consent Agenda.

4. Community Oral Communications

None

5. Commissioner Oral Communications

None

Chair Campbell requested that the agenda item for the Public Hearing on the Auditor Report be moved from Item #8 to Item #6 of the Agenda to allow the auditors to provide their report first.

6. Public Hearing: Presentation and Approval of First 5 Santa Cruz County 2018-2019 Audited Financial Statements and Independent Auditor's Report – Action Item

Chair Campbell opened a Public Hearing on the Auditor's Report. Director Brody stated in compliance with State Statute as well as local County Ordinance that a Public Hearing be held each year on our audited financial statements.

Director Brody welcomed Sanwar Harshwal and Garima Pathak who have joined the meeting remotely from their Oakland office of Harshwal & Company LLP. Mr. Harshwal stated that his company did the audit for the current year FY 2018-19 and said that this was a clean audit with no findings. Director Brody added that there was a minor correction on Note #8 on page 24, although this has no impact whatsoever on the actual statements themselves.

M/S/P: (Commissioner Kathy Frandle /Commissioner Ellen Timberlake) unanimously moved to approve the First 5 Santa Cruz County 2018-2019 Audited Financial Statements and Independent Auditor's Report.

7. FY 19/20 Contract Authorization: Delegate authority to the Executive Director to negotiate, execute, and amend contracts for the purpose and maximum amounts specified – Action Item

Viva Strategy & Communications	Communications and marketing collateral including educator and director kits for Quality Counts Santa Cruz County.	\$25,000
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M/S/P: (Commissioner Faris Sabbah / Commissioner Kathy Frandle) unanimously moved to authorize the Executive Director to execute the contract with Viva Strategy & Communications in the amount of \$25,000 for the purpose of Communications and marketing collateral including educator and director kits for Quality Counts Santa Cruz County.

8. Endorse City of Santa Cruz Mixed Use Library Project – Action Item

Susan Nemitz updated the Commissioners on the scope of the library project and the various options. The options are either to build a multiuse facility at \$48 million or to remodel the current library at \$44 million. Ms. Nemitz reported there is currently only \$27 million available and that an architect said that would not be enough to fix the current infrastructure.

Chair Campbell said that this project is relevant to this Commission as it relates to the literacy of our 0-5 year old children. Secondly, the multiuse option would provide for low income housing in the heart of downtown.

Commissioner McPherson stated that this has been discussed and approved by an advisory committee. He added that building a new library gives you more “bang for your buck” as there is little that can be obtained from the current site which is unacceptable to the Santa Cruz community. This is a well thought out option which will not only be much better for the whole library system but will also meet a lot of needs. Commissioner McPherson strongly recommended supporting the mixed-use library project.

M/S/P: (Commissioner Bruce McPherson / Commissioner Faris Sabbah) unanimously moved to endorse City of Santa Cruz Mixed Use Library Project.

9. Public Hearing: Presentation and Approval of First 5 Santa Cruz County’s 2018-2019 Annual Report Submission to First 5 California – Action Item

Director Brody provided a brief overview of First 5 Santa Cruz County’s 2018-2019 Annual Report submission to First 5 California, highlighting the population served and revenue and expense figures that were submitted with the report.

M/S/P: (Commissioner Bruce Block / Commissioner Lisa Hindman Holbert) unanimously moved to approve First 5 Santa Cruz County’s 2018-2019 Annual Report Submission to First 5 California.

10. Public Hearing: Presentation and Acceptance of 2018-2019 Annual Evaluation Report and First 5 Santa Cruz County Strategic Plan Progress Report – Action Item

Director Brody provided a PowerPoint presentation of the 2018-19 Annual Evaluation report. The presentation provided a comprehensive update on the status and impact of First 5-funded programs within the Commission’s strategic framework as well as a snapshot of the overall well-being of young children and their families in Santa Cruz County.

Director Brody noted that review of the evaluation report fulfills a state requirement that the Commission annually review progress related to the agency’s strategic plan. Director Brody added that he was pleased to report that no revisions to the strategic plan or long-term financial plan are necessary at this time.

M/S/P: (Commissioner Ellen Timberlake / Commissioner Faris Sabbah) unanimously moved to accept the 2018-2019 Annual Evaluation Report and First 5 Santa Cruz County Strategic Plan Progress Report.

11. Adjourn

The meeting was adjourned at 2:58 PM.