



## Commission Meeting Minutes

Wednesday, October 27, 2021

**Members Present:** Chair Toni Campbell, Emily Balli, Kathy Frandle, Lisa Hindman Holbert, Bruce McPherson, Diane Munoz, Faris Sabbah, Johanna Schonfield

1. **Call to Order and Establish Quorum**
2. **Adoption of Resolution Making Findings Pursuant to AB 361 – Action Item**  
Chair Campbell stated that pursuant to AB 361, a local agency legislative body can continue to use teleconferencing since meeting in person would present imminent risks to the health or safety of attendees.  
**M/S/P: (Commissioner Faris Sabbah / Commissioner Kathy Frandle) unanimously moved to adopt the Resolution Making Findings Pursuant to AB 361.**
3. **Review and Adopt Agenda**  
**M/S/P: (Commissioner Kathy Frandle / Commissioner Emily Balli) unanimously moved to adopt the Agenda**
4. **Consent Agenda**
  - A. Approve Commission September 15, 2021, Meeting Minutes
  - B. Accept Financial Report for the period ending September 30, 2021
  - C. Accept First 5 Santa Cruz County Grant Application Tracker, 10/27/2021
  - D. Accept FY 20/21 First 5 Santa Cruz County Contracts Executed Under Executive Director Authority, 10/27/2021
  - E. Accept FY 21/22 First 5 Santa Cruz County Sponsorships report, 10/27/2021**M/S/P: (Commissioner Bruce McPherson / Commissioner Lisa Hindman Holbert) unanimously moved to approve the Consent Agenda.**
5. **Community Oral Communications.**  
None
6. **Commissioner Oral Communications**  
None
7. **Public Hearing: Presentation and Approval of First 5 Santa Cruz County 2020-2021 Audited Financial Statements and Independent Auditor's Report – Action Item**  
Director Brody stated in compliance with State Statute as well as local County Ordinance, First 5 Santa Cruz County is required to hold a Public Hearing each year on the Commission's audited financial statements.  
Director Brody welcomed both Sanwar Harshwal and Garima Pathak who joined the meeting remotely from their Oakland office of Harshwal & Company LLP.  
Director Brody added that he was happy to report that once again we have received a clean audit and thanked Michelle Dodge and Barbara Dana for another year of managing our contracting and financial systems appropriately. He also thanked our auditing firm for their work on the audit this year.  
Ms. Pathak thanked David, Michelle and Barbara for their help in submitting all the requested documents on time. She reported that they had completed the audit for the 2020-2021 fiscal year and said that this was a clean audit with no findings.  
**M/S/P: (Commissioner Bruce McPherson / Commissioner Johanna Schonfield) unanimously moved to approve the First 5 Santa Cruz County 2020-2021 Audited Financial Statements and Independent Auditor's Report.**

**8. Public Hearing: Presentation and Approval of First 5 Santa Cruz County's 2020-2021 Annual Report Submission to First 5 California – Action Item**

Director Brody provided a brief overview of First 5 Santa Cruz County's 2020-2021 Annual Report to First 5 California and a summary of the data included in the Annual Report AR-1, Revenue and Expenditure, and the Annual Report AR-2, Demographic Worksheet.

**M/S/P: (Commissioner Bruce McPherson / Commissioner Kathy Frandle unanimously moved to approve First 5 Santa Cruz County's 2020-2021 Annual Report Submission to First 5 California.**

**9. Public Hearing: Presentation and Acceptance of 2020-2021 Annual Evaluation Report and First 5 Santa Cruz County Strategic Plan Progress Report – Action Item**

Director Brody provided a presentation of the 2020-2021 Annual Evaluation report. It included 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 stated that he was also required to report to the Commission if any revisions were required to our current strategic plan. He added that as of the conclusion of the first year of our new 5-year plan, no revisions were necessary at this time.

**M/S/P: (Commissioner Emily Balli / Commissioner Faris Sabbah) unanimously moved to accept the 2020-2021 Annual Evaluation Report and First 5 Santa Cruz County Strategic Plan Progress Report.**

**10. Commissioner Recognition – Information Item**

Director Brody announced that we are losing two great commissioners. Emily Balli is retiring from the County of Santa Cruz Human Resources Department and Mimi Hall is leaving the County's Health Services Agency for another opportunity in the health care field. In recognition of each of their commitment and leadership on the Commission and during the COVID-19 pandemic and the CZU Lightning fire, a plaque was presented and dedicated to each at the meeting.

**11. Adjourn**

The meeting was adjourned at 3:02 PM.