



**October 27, 2008
Commission Meeting Minutes**

Commission Members Present in Ukiah:

David Colfax	Jim Levine	Diane Pauli	Paul Tichinin
Mary Elliott	Jeremy Mann	Tammy Scott	

Commission Members Present in Fort Bragg: Lucresha Rentería

Staff Present in Ukiah: Anne Molgaard, Candace Pomilia, Ann Cole

Public Present in Ukiah: Jill Carey, Roseanne Castro, Suzy McConnell, Cathy Minicucci

ITEM 1 Welcome and Introductions by Commission Chair, Jeremy Mann

ITEM 2 Public Comment on Non-Agendized Items: None

ITEM 3 Consent Calendar

A. Approve Meeting Agenda

B. Approve Draft Minutes from September 29, 2008 Commission meeting

Motion was made to approve the Consent Calendar: Motion/Tichinin, Second/Pauli (Mann, yes; Scott, yes; Elliott, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Levine, abstained). Passed.

Commissioner Colfax arrived to the meeting at 1:28 pm.

Maximize Operational Effectiveness (ITEMS 4 –7)

ITEM 4 Annual Report to the State 2007-2008

Cathy Minicucci, FIRST 5 Mendocino's new evaluator, presented a Power Point highlighting findings in the FIRST 5 Mendocino Annual Report to the State. Discussion ensued. Cathy presented and explained highlights from each FIRST 5 initiative from this fiscal year to the commission. Cathy stated that next year FIRST 5

Mendocino is planning on collecting much more in depth data for Raise & Shine. An in-depth CARES study is being done this year and results will be ready in early 2009.

Commission Chair Jeremy Mann opened a Public Hearing regarding the FIRST 5 Mendocino Annual Report to the State 2007-2008 at 1:56 pm. After no comments or questions the Public Hearing was closed at 1:57 pm.

Motion was made to approve the Annual Report to the State 2007-2008: Motion/Elliott, Second/Levine. (Mann, yes; Scott, yes; Elliott, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Colfax, yes; Levine, yes). Passed.

ITEM 5 2007-2008 Independent Audit

Executive Director Anne Molgaard briefly reported on FIRST 5 Mendocino's Independent Audit performed by Jensen Smith, CPA. There were no substantial findings.

After discussion, motion was made to approve the 2007-2008 Independent Audit: Motion/Tichinin, Second/Pauli. (Mann, yes; Scott, yes; Elliott, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Colfax, yes; Levine, yes). Passed.

ITEM 6 Director's Report

Executive Director Anne Molgaard presented highlights of recent activities:

1. VISTA - FIRST 5 Mendocino has filled 4 of their VISTA positions for the coming year (one School Readiness Parent Advocate, a Hunger Prevention Coordinator, a Nutrition and Fitness Coordinator, and a Community Outreach Coordinator).
2. Anderson Valley Family Resource Center – FIRST 5 Mendocino is still working with Anderson Valley on a 3 year forgivable loan for the purchase of the Family Resource Center building in Anderson Valley.
3. Imagination Library – Director Molgaard handed out a Literary Friends worksheet for the Commissioners to fill out before fundraising starts for the Imagination Library. A January 1st launch for the Imagination Library may be possible.
4. Lightning Jam Benefit Concert for Firefighters – Upon request, FIRST 5 Mendocino provided child care and SPARK activities at the benefit concert.
5. FIRST 5 California Legacy Projects – FIRST 5 California is going to choose only a few specific programs to fund for the upcoming years as they can't continue to fund all programs that they have in the past. They will let all the current programs expire, and then select which they will pursue based on information gathering, research analysis, and proven practices.

6. Raise & Shine – Raise & Shine is now running an ad in the Mendo-Lake Exchange, a free county-wide publication. Staff will follow up to determine how many people were reached through the Exchange.
7. Breastfeeding Initiative – The first set of trainings will begin in November / December of this year.

ITEM 7 Fiscal Reports

Director Molgaard reported that the County of Mendocino has closed their books and that the 2008 year end and audit figures have been reconciled.

Motion was made to approve the Fiscal Report for June, 2008: Motion/Levine, Second/Scott. (Mann, yes; Scott, yes; Elliott, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Colfax, yes; Levine, yes). Passed.

Commissioner Colfax reported that he will be in County Administration meetings for the rest of the day and dismissed himself from the meeting at 2:40 pm.

Children Ready to Learn (ITEM 8)

ITEM 8 School Readiness Grantee Presentation

Suzy McConnell, Child Development Director for the Mendocino County Office of Education and Manager of the School Readiness Program, presented a short PowerPoint presentation showing pictures that had been taken over the year by the School Readiness 2007-2008 Program. Suzy announced that over 100 parents had attended the Icky Sticky night provided by the School Readiness Parent Advocates.

The School Readiness parent advocates then provided the Commissions with a room full of activities that they do with the children to allow the commission to get a hands-on experience.

ITEM 9 2009 Meeting Schedule

After reviewing the draft 2009 Meeting Schedule the Commission decided to take action and approve the draft meeting schedule. Last year the Commission revised the schedule multiple times in response to others' calendars which resulted in even more scheduling conflicts.

Motion was made to approve the 2009 Meeting Schedule: Motion/Tichinin, Second/Levine. (Mann, yes; Scott, yes; Elliott, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Colfax, yes; Levine, yes). Passed.

ITEM 10 **Upcoming Meetings and Announcements** were reviewed.

ITEM 11 **Commissioner Reports**

Commissioner Pauli announced that she attended the 2008 PumpkinFest in downtown Ukiah and suggested that FIRST 5 return there next year to staff a booth.

Commissioner Elliott stated that she has many questions about the report card article done by Children Now that was featured on the front page of Ukiah Daily Journal, rating Mendocino County with a C.

There being nothing further to come before the Commission, the meeting adjourned at 3:30 p.m.