



**August 20, 2007 Commission Meeting
Minutes**

Commission Members Present in Ukiah:

Jeremy Mann Mary Elliott Paul Tichinin
Diane Pauli David Colfax

Commission Members Present in Fort Bragg:

Lucresha Rentería

Staff Present in Ukiah:

Anne Molgaard, Executive Director
Kirsten Jack, Executive Secretary
Beth Howson, Nutrition & Fitness Coordinator

Public Present in Ukiah:

None

I. Welcome and Introductions by Commission Chair Jeremy Mann

II. Public Comment on Non-Agendized Items

None

III. Consent Calendar

- A. Approve Agenda
- B. Approve Draft Minutes of 7/23/07 Commission Meeting

Director Anne Molgaard requested to add a closed session at the end of the meeting's agenda.

Motion made to approve the Consent Calendar with the agreement to add a closed session at the end of the meeting's agenda. Motion/Tichinin, second/Elliott. (Mann, yes; Colfax, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Elliott, yes). Passed.

IV. Business Items

A. Maximize Operational Effectiveness

1. Director's Report

Director Anne Molgaard shared a brief PowerPoint presentation, providing Commissioners with an update of FIRST 5 Mendocino's current events, administrative and evaluation matters. Director Molgaard explained the re-organization of the commission meeting agendas which will allow more focus on our strategic plan outcomes.

Anne then asked Commissioners for their feedback regarding the First 5 Association of California's attempt to secure corporate sponsorships with companies already working in the area of healthy nutrition. Companies identified as possibilities include: Safeway, Dole, Picanté, and PepsiCo, among others. After much discussion Commissioners felt that we should focus locally to gain more of

an impact on our zero-five population and to avoid the inherent difficulties and risk of corporate sponsorships.

2. Fiscal Reports

After review and discussion, a motion was made to approve the preliminary Fiscal Reports for June, 2007.

Motion/Tichinin, second/Elliott. (Mann, yes; Colfax, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Elliott, yes). Passed.

3. Administrative Matters

Director Anne Molgaard presented Commissioners with two newly formed position descriptions: Administrative Manager and Administrative Officer. Subsequent to our current Salary and Benefit Policy, Commissioners were asked to approve the establishment of the two positions and the corresponding salary scale.

Commissioner Tichinin requested to have the salary schedule reflect the number of approved positions currently filled.

After review and discussion, a motion was made to approve the position descriptions for the Administrative Manager and Administrative Officer, with the understanding that only one of the two positions will be recruited for the fiscal year of 2007-2008.

Motion/Tichinin, second/Elliott. (Mann, yes; Colfax, yes; Pauli, yes; Tichinin, yes; Rentería, yes; Elliott, yes). Passed.

B. Healthy Children

1. Healthy Kids Mendocino

Director Anne Molgaard provided Commissioners with a brief update, announcing Megan Van Sant's recent appointment as the new Director of Healthy Kids Mendocino.

2. Nutrition & Fitness

Nutrition & Fitness Coordinator Beth Howson presented Commissioners with a PowerPoint presentation on the Nutrition and Fitness Small Grant Reports.

Twenty five small grants totaling nearly \$200,000 were distributed throughout Mendocino County, providing nutrition education, physical fitness equipment and activities to children ages 0-5.

Beth discussed in detail the reports stemming from her recent site visits to the small grant recipients, announcing the City of Willits plans to plant a shade tree in Recreation Grove thanking Commissioners for funding to provide a safe play area for children.

C. Knowledgeable, Nurturing Parents

1. Raise & Shine

Commissioners reviewed a summary of Raise & Shine activities since the July Commission Meeting.

D. High Quality Childcare and Children Ready to Learn

1. C.A.R.E.S.

FIRST 5 Mendocino has distributed \$200,000 in stipends during the 2006-2007 C.A.R.E.S. program year to 135 local child care providers who participated in higher education and training opportunities. With this recent contribution, a grand total of \$1 million dollars has been granted to quality child care providers.

Commissioner Tichinin requested that staff provide an analysis that would display the number of C.A.R.E.S. recipients in each tier of the program. Staff will present the report at the October meeting.

2:36p.m. Commission Chair, Jeremy Mann announced a closed session meeting.

2:49p.m. Commissioners returned from closed session after discussing a personnel matter.

E. Knowledgeable, Nurturing Community

1. Partner Presentation: PCCY 2007 Status Report

Postponed until the September 24, 2007 Commissioner Meeting

F. Commissioner Reports

Commissioner Mann announced the grand opening of the Ukiah Valley Primary Care Medical Group's new facility. The Pediatric Group has plans to be in the new center by late October 2007.

G. Election of Officers

Commissioners in attendance voiced their willingness to serve on the Executive Committee. Commissioners Colfax, Mann, Pauli and Rentería agreed to serve on the Executive Committee. Commissioner Mann will serve as Commission Chair and Colfax as Vice-Chair.