



June 3, 2016

**Planning Commission Meeting Minutes**  
ARRCH

**Commission Members Present**

Lucresha Rentería	Jeremy Mann, M.D.	Dan Hamburg	Jim Flaherty, M.D.
Paul Tichinin	Ben Anderson	John Passalacqua	

**Public Present who signed in**

Margo Frank  
Jo-Ann Rose  
Megan Van Sant

**ITEM 1 WELCOME & INTRODUCTIONS**

Commissioner Rentería called the meeting to order at 9:40 a.m. and welcomed visitors. The Commission and staff made introductions.

**ITEM 2 PUBLIC COMMENT ON NON-AGENDIZED**

Commissioner Rentería asked for public comment on non-agendized items and opened the public hearing.

**ITEM 3 CONSENT CALENDAR (ACTION)**

- Meeting Agenda
- Draft Minutes from April 25, 2016 Commission Meeting
- Fiscal Reports for March and April 2016

Motion made to approve the Consent Calendar with the updated minutes as discussed.  
Motion/ Tichinin, Second/Anderson (all ayes, no nays) Motion Passed.

**ITEM 4: MAXIMUM EFFECTIVENESS AND EVALUATION (ACTION)**

**A. EXECUTIVE DIRECTOR HIRING PROCESS (ACTION)**

Interim Carol Mordhorst spoke about the Executive Director hiring process. The plan is to review and finalize the job description so advertising for the position can begin in June, set up interviews in early July, do a second round with either Commissioners or staff, and select a candidate by August. She then asked if the Commission for any questions comments or concerns. Commissioner Tichinin commented he believes the important part for the Commissioners is to take their time and really engage in the hiring process to ensure they make the correct decision and they are not rushing through it because they are in need of an Executive Director.

Interim Mordhorst asked the Commissioners to review the revised Executive Director job description. Commissioner Rentería asked whether staff had looked at it and asked the rest of the Commission if they had time to review it and for their thoughts on it. Commissioner Flaherty commented that it was clear but maybe removing either education or experience since it is almost the same thing. Jenna Munos, Administrative Fiscal Manager, let the Commission know that Anne thought if they wanted someone who was fundraising orientated; it would be a great place for candidates to list them.

Commissioner Tichinin commented that it would be a great place to list personal qualities such as interaction within the community. He would also like to add “to encourage, support and lead staff” in the

job description. Commissioner Anderson asked staff if they wanted to add any qualities they think are important. Townley Saye, Raise & Shine Program Manager, commented it is essential that the Commission decides on many of the qualities but it is also important for staff to have an input because they will be working with the new Executive Director every day. She believes collaborative leadership model and being able to delegate would be great factors to have. Commissioner Passalacqua asked about traveling to do meetings and trainings. This was added to the work environment section. Menaka Olson, Communications Manager, pointed out there was nothing stating that the future ED should have the ability to understand and is compliant with the law. She would like for candidates to pose those qualities just in case she runs into something she is not sure of and would like a second opinion. Commissioner Tichinin commented that the candidate should demonstrate the ability to understand and execute the contracts; list under essential duties.

Interim Mordhorst had both staff and the Commission do an exercise to find out what were the most important things when looking for an ED. The Commission believed having experience, knowledge and commitment to the FIRST 5 Mendocino's mission, administrative/fiscal skills, networking ability/knowledge of the community and strong/positive leadership role were important qualities to have. The staff agreed with the Commission's qualities. They also thought having flexibility with high standards, ability to work well with others, recognize staffs individual strengths, and supporting staff were great qualities to have.

Commissioner Hamburg asked whether hiring someone who does not have the legal training that Anne had, would cost FIRST 5 Mendocino more money. Maybe hiring someone with his or her J.D. would probably be best to do. Commissioner Tichinin stated he did not want to exclude someone who could potentially be perfect for the position for not having his or her JD. Commissioner Passalacqua suggested adding "ability to review and interpret contracts and/or grant opportunities and programs that are consistent with their allocations". Commissioner Tichinin asked if including "DOE" on the salary page means they could have higher a degree and the answer was yes.

Commissioner Tichinin suggested that either Commissioner Rentería or the Executive Committee (EC) review the process. Jenna suggested having it finalized by Monday, June 6, 2016 so they are able to post it that same week. Interim Mordhorst asked the Commission about the salary included as acceptable to post up when advertising for the job. Commissioner Tichinin asked what it equaled to annually, the answer was \$93,749. Commissioner Anderson asked if they compared salaries to other similar positions in the area. Jenna answered it was based on the salary scale that was approved the year before. Commissioner Hamburg wanted to ensure the salary is correct. Commissioner Anderson suggested comparing the salary what the other First 5 Offices. Interim Mordhorst suggested not posting the salary and letting the candidates know it will be discussed further on. Commissioner Tichinin did not think it would be a good idea because if someone goes through the entire process, and the salary is discussed, he or she might expect it be more and might not take the position. He suggested listing a salary range and Commissioner Rentería agreed. Commissioner Rentería asked if the Commission felt as if it would be best for the EC to look at different salaries, the Commission answered yes.

The places to advertise were discussed. The suggestions were Indeed.com, newspapers, radio station, and the F5M website. For the interview process, they were wondering how many rounds should be done and who could be a part of the interview panels? They were thinking about doing 10-15 questions for each candidate. Staff commented that they would like to be part of one of the rounds. Possibly have someone from the Community to participate, for example, Tammy Moss Chandler since she was previously an ED at First 5 Merced. The staff could be a part of the first interview (two members, two Commissioners and someone from the public) and the second round should be with the three remaining candidates and the entire Commission. Jenna commented on doing a paper screening through the managers. Commissioner Rentería said she was willing to be a part of the paper screening and wondered if they were going to ask for resumes or an actual application, the answer was they were asking for both a cover letter and resume. For the Orientation process, Commissioner Rentería would like for staff to be involved. The final hiring part of the process should happen in the July Commission Meeting. Commissioner Tichinin suggested cancelling the July meeting and calling a special meeting instead. Commissioner Anderson asked to have enough notice would be preferable. Commissioner Passalacqua suggested keeping the meeting as is. After consideration of all the Commissioners thoughts, the July meeting was kept but relocated to Ukiah.

Motion to referring the job description to the Executive Committee for final adoption  
Motion/Tichinin, Second/Flaherty (all ayes, no nays) Motion Passed.

## **B. COMMUNITY RESILIENCE MODEL (SPECIAL FUNDING REQUEST) (ACTION)**

Menaka Olson, Communications Manager, presented on the special funding request from Margo Frank and Jo-Ann Rosen for training called the Community Resiliency Model (CRM) from the Trauma Resource Institute. Both Margo and Jo-Ann have attended the Trauma Resiliency Model (TRM) for mental health practitioners and CRM trainings which are geared for the community. This is a request for \$5,000.00 to provide outreach to various organizations. This training gives both community types (direct and in-direct) help to heal from previous trauma and help prevent future trauma from occurring.

Margo and Jo-Ann have already visited a few organizations and provided an orientation to them. They have also received financial support from Head Start, Children's Action Committee, CASA and SUDT. Art Davidson, Program Supervisor, from SUDT would like to have more tools for his staff to assist their patients. Many organizations are interested in doing this training. Many are those who work with children due to the training being about helping and teaching those how to cope with stress and their life.

The survey that Menaka sent out to those who attended the ACEs Training received a 40% response. It asked if they would like to attend the 2-3 day training. A total of 55% said yes and 30% said yes with advance notice. The organizations visited by Margo and Jo-Ann have provided feedback about the training. They provide a sampling of the CRM in their meetings. The goals for this training is to learn simple biologically based skills based upon the current neuroscience, educate about common reactions resulting from individual or communal traumas, to reduce common human reactions to stress or trauma and to shift perceptions that our reactions are biological rather than a mental weakness. There are CEUs available. She also mentioned that it is currently not evidence based but are working on it. It will start out as a two-day course where they introduce the six different skills with an option of later on doing a "Train the Trainer" session. Trainers will get spread out around the county who can continue to teach and educate new hires.

Commissioner Tichinin asked if this training would be related to children 0-5 and the impact it will have on those ages. Menaka clarified that it would need to be targeted to those who work with children 0-5. From the Title IVE point of view, the training would be for those who generally work with families who have a child 0-5. Commissioner Anderson said that Triple P focuses more on the parenting skills whereas the training can be beneficial to both the children and parents to learn. Commissioner Tichinin commented he would not like to grant money to something that may not be fully in connection to their goal of serving 0-5 even though it could possibly be a great training. Commissioner Mann agreed. Anne commented to the Commission that they should look at how exactly this is going to be helpful to the community.

Commissioner Passalacqua left the meeting at 11:22 a.m., quorum still present.

Commissioner Rentería asked what the outcome for lending the \$5,000 would be. Anne clarified it would be for Margo and Jo-Ann to go out to the community and speak to all the organizations about potential attendees and to gather feedback. Commissioner Tichinin asked for the measurable outcomes for this training. Anne said they are just measuring if they garnered interest. Commissioner Mann and Commissioner Tichinin commented they would want to know how many attendees, how many presentations, etc. Commissioner Rentería asked if there was a contract written within a scope of work, details, etc. She also asked whether they would provide the grant after they have done a few workshops. Anne answered they would do \$2,500 upfront and the remaining would be given 15 days after the contract ended. Commissioner Rentería asked the Commission if they think it would be better to receive the Scope of Work first and let the EC discuss it further and decide whether to approve it or not.

Motion to allow the Executive Committee approve the scope of work and grant pending  
Motion/Anderson, Second/Flaherty. (all ayes, no nays) Motion Passed.

## **C. EDUCATIONAL LEAVE POLICY (ACTION)**

Commissioner Rentería asked the Commission if they had reviewed the educational leave policy as well if there was any discussion it.

Motion to approve the Educational Leave Policy  
Motion/Tichinin, Second/Mann (all ayes, no nays) Motion Passed.

#### **D. THE SANDBOX UPDATE**

Tanyjasu Simms, Director of The Sandbox, gave the commission an update on the progress they have made since the last commission meeting. As of May 25, 2016, they have seven full-time students enrolled and two part-time students but still have 24 spots to fill. She is hoping that by the end of June their preschool classroom will be full as well as staff hired for the toddler room. They open on June 13.

They hired two supervising teachers who have previously worked at Head Start and specialize in toddlers. They also hired entry-level staff who graduated this year with their AA in Childhood Education. They will be working in the Associate Teacher position and the Floater Teacher position.

Their curriculum keeps them busy whether it is indoors or outdoors. They provide meals for the children, which are served family style (breakfast and lunch).

Commissioner Tichinin asked if there were taking enrollees and if site visits were available. Tanyjasu stated that they encourage the parent and child to visit prior to enrolling. Menaka Olson asked about foster children who have enrolled. Tanyjasu said there are currently two foster children and two through NCO. They are going to be enrolling two more foster children in the future. Cheryl DeFriez, FIRST 5 Mendocino VISTA, has gone around the community to talk about The Sandbox to foster families and many families have gone to visit and look around.

Anne Molgaard commented on how difficult it is for foster parents to be chosen to take in a child last minute and the chances of that family not being able to take time off work are high. When that happens, they have to look for a childcare provider who allows them to walk in without having the child enrolled or their full medical/vaccination requisites. The Sandbox wants to be able to allow parents to sign up last minute if they suddenly needed to go into work. This would be great to encourage more people to become foster parents without having to worry about losing their job or having to wait for the school year to start again. Tanyjasu said that they are pursuing a waiver for up to ten days for a foster family to produce immunization records for the child to be able to attend daycare. They would like to create a memorandum of understanding between The Sandbox and the health agencies to provide the records if they were needed right away.

Commissioner Hamburg asked if there were any interactions with other tenants in the building. Tanyjasu responded that they have their own entrance from the parking lot so there is no inconvenience for anyone who works in the building. There are looking for more ways to improving the sharing of the building for the safety and privacy of the children.

### **ITEM 5: REVIEW YEAR 3 OF CURRENT 2013-16 STRATEGIC PLAN**

#### **A. COMMUNITY INDICATORS**

Anne Molgaard presented on updated community indicators. They used to have evaluation contracts, it started with \$75,000 a year, and as the funding went down, the evaluation contracts went down. The Lucille Packard Foundation sponsors kidsdata.org and it is a great source, which made the community data a lot better. Even though kidsdata.org was available, Healthy Mendocino was formed. It was their way to get their kids data out to a broader audience. F5M was a founding sponsor and provided VISTA for two years. Healthy Mendocino receive \$25,000 annually to keep them going.

The Community Health Needs Assessment came about because healthymendocino.org was functional and Public Health started their accreditation. Those who are not accredited will not be able to get a public grant. June 8, 2016 is the day they will be discussing the Public Health accreditation at the Conference Center. Commissioner Tichinin asked if the document that Anne provided for the commission would become an

annual document, and the answer was it would be every three years. It will also be available digitally. The good news about the assessment is that they are going to be looking at health equity/social determinants of health framework. They came up with three initial priorities: economic improvement, childhood obesity and mental health. It fits along with improving parenting and decreasing substance abuse.

## **ITEM 6: ADOPT STRATEGIC PLAN 2016-2017 (ACTION)**

Motion to adopt and extend the Strategic Plan for 2016-17  
Motion/Mann, Second/Flaherty (all ayes, no nays) Motion passed.

Commissioner Rentería called for lunch break at 12:20 p.m.

Commissioner Rentería called the Meeting back to order at 1:12 p.m.

## **ITEM 7: PRIORITIZING RESOURCES TOWARD STRATEGIC PLAN (ACTION)**

### **A. REVIEW BUDGET TO ACTUALS FOR FISCAL YEAR 2015-16**

Anne Molgaard directed the Commission to Budget to Actuals provided in the meeting packet.

Total expenses were at 101%.

Anne asked the Commission if there were any questions on the report. Commissioner Tichinin asked if the approved Special Funding Request from earlier in the meeting was a part of this fiscal year or next. Anne Molgaard clarified it was this fiscal year and it was under “Sub-recipients grantees” on the report that was provided in the meeting packet. Commissioner Tichinin pointed out the report provided in the packet was different from the report Anne Molgaard had on display from her power point presentation. Jenna Munos, Administrative Fiscal Manager, commented that the projections in the packet report were before they had received the March and April financial report. Commissioner Anderson asked if the numbers were accurate. Jenna Munos clarified that they were.

### **B. REVIEW FUND STATUS AT COMMUNITY FOUNDATION (CFMC)**

Anne Molgaard reminded the Commission that they currently have two funds at Community Foundation of Mendocino County (CFMC). The two funds are Healthy Kids Mendocino (HKM) and Imagination Library (IL).

Healthy Kids Mendocino does not have \$172,000.00 because it includes 6-18 year old fundraising. Megan Van Sant and F5M both keep spreadsheets on how much of it was spent on children 0-5, which then are compared. The plan for the remaining money is to spend it on things that people ask for that is health related. For example, car seats for Public Health (PH) and Pediatric Dental Initiative (PDI).

Anne Molgaard stated that as of March 31, 2016, there was \$63,350 in the Imagination Library Fund and asked Menaka Olson the total of books sent out every month. Menaka let the Commission know 3,300 books are sent out every month. Anne also asked what she anticipates for their remaining balance to be by the end of June 2016. Menaka responded less than \$45,000. A focus for the new Executive Director will be to figure out the most economical way to structure the fund. Anne also mentioned now they have a 501(c)(3), which means they can now deposit the \$30 donation checks into the Raise & Shine account and give the donors their own tax receipts.

### **C. FINANCIAL PROJECTIONS FOR FISCAL YEAR 2016-17**

#### **1. BUDGET ASSUMPTIONS, PROP 10 MONTHLY ALLOCATION, OTHER REVENUE, GRANTS AND INVESTMENTS**

The state predicts Prop 10 will drop to \$662,000 due to a steady birth rate and a decline in smoking. The Commission’s long-term financial plan is to keep the Prop 10 contribution at \$750,000 for 5 years by pulling from the reserves. Every year the amount would change on how much gets pulled. Commissioner Hamburg

asked what would happen if the \$2 tobacco tax passes in November. Anne responded that they would receive more money because it is backfilled.

F5M will continue to do a grant with Health & Human Services Agency (HHS) for Triple P groups. They will spend their money on 0-5 and HHS will spend their money on 6-18. HHS is now adopting and integrating the Triple P model of teaching parenting, they need F5M to do more trainings and the best way to do the trainings is through Title IVE. The contract that they started with many years ago was for \$300,000 and this upcoming year it is over \$500,000.

VOCA grant for the ARC Family Resource Center (FRC) is a grant proposal for \$250,000 over two years. The grant is currently pending.

Fundraising efforts to sustain IL and the ARC FRC is another thing that F5M wants to do. They also received another commitment from Ukiah Unified School District for sponsorship for incoming kindergarteners enrolled in Imagination Library.

IMPACT is the childcare provider trainings that are happening throughout the state of California. F5M collaborates with Mendocino County Office of Education (MCOE) and Child Care Planning Council (CCPC).

Funding that is not expected to continue in 16-17 is Parenting Apart Workshop (PAW) and Supervised Visitation (SV). There were too many safety concerns for the staff. Currently still doing PAW until June 30, 2016.

Once cigarette tax goes up, there could be a chance where marijuana-smoking rates will rise and then they are hoping it will be included with the Prop 10.

The general budget assumptions that they thought the Commission would like to go with are the Family Resource Centers, the Ford Street Residential Detox Program and Treatment (which is for any parent with a child 0-5) and the Family Dependency Drug Court (FDDC) Peer/Mentor Program. There was a concern with a parent who could not attend rehab because there are no bilingual services in Ukiah. The same amount was granted to FDDC as well as a program in Sonoma. This is the first time this issue has come up in the three years it has been running, so they are not sure if it will be a big issue in the future. Jenna Munos commented the issue was brought to their attention for the first time so there could be a chance that many others were turned away. Her idea with this grant was to contract directly with SUDT (\$10,000?) and they would contact with the agency outside of Mendocino County that offers those bilingual services.

F5M will be hiring four AmeriCorps Members (one returning, three new,) and a potential VISTA member.

They will revise the Memorandum of Understanding (MOU) with Mendocino Coast Children's Fund. It will be the same idea to share an employee with just a few changes. After June 30, 2016, Tanya Ayala (current AmeriCorps) will serve as that new employee.

There are merit increases awarded to some staff based on newly implemented performance review procedure. No COLA increase due to salary scale adjustment in 2015-16. Several staff members are reducing hours to accommodate school schedules.

Commissioner Mann left the meeting at 1:40 p.m., quorum still present.

#### **D. ADOPTION OF THE 2016-17 BUDGET (ACTION)**

Anne Molgaard presented the \$1.6 million draft budget for the upcoming fiscal year 2016-17 to the Commission. Commissioner Tichinin asked whether they were adopting only the Prop 10 or the entire budget and the answer was the entire budget. The budget was at 107%, which needs to be cut down 7%. Anne displayed both versions of the budget, one showing where she cut the 7%. Commissioner Tichinin commented how some went down dramatically so he was wondering how she decided which areas to cut. Anne clarified she decided to cut the areas that are able to get their funding somewhere else. Fundraising is a good option for Imagination Library to make up the cut but is not always possible. A suggestion was to contact anyone who is local that is now "famous"/well known about potentially being donors.

Commissioner Passalacqua rejoined the meeting at 1:49 p.m.

Wages for the new Executive Director would be put in at step two on the five-step scale. Commissioner Tichinin wondered about possibly needing contingency funding for the transition and/or work from a legal stand point in the future. Anne asked what would be a good amount for it. Commissioner Rentería commented it would be hard to say especially because of the legal aspect that Anne was able to bring to her position so they would not have to go out looking for a legal opinion; they would talk to Anne. Commissioner Tichinin suggested adding it in the budget just in case they decide to go through with it.

They were hoping to remove Triple P groups because since they have trained more people, they could offer their own groups. In Policy and Education, MCAH, there was no good reason but they were able cut it because they have enough contracts in FDDC and Recovery. They are actually doing something in the substance abuse line. 2-1-1 could not find an employee to answer the phone lines and it was not being updated well. By hiring Maritza Villa-Castillo, F5M Administrative Assistant, to update the database, it cuts the expenses down. Commissioner Tichinin asked why the ARC was rising and the answer was due to it being a useful resource. Commissioner Rentería asked how the Healthy Kids Mendocino was going to be spent, Anne answered that \$7200 from Healthy Kids Mendocino at CFMC will be used on car seats. Commissioner Rentería asked if it could be reallocated to IL, Anne said no it could not be. Commissioner Tichinin also asked if it could be reallocated to Home Visiting and the answer was it could be possible.

After looking at the different areas to cut the 7% to make it 100%, they were able to leave IL with \$98,000 to spend on the books and \$40,000 for the materials needed. Commissioner Tichinin asked if the budget was now based on the 100% so the Commission all knew what was done and what they were voting on. Anne said that it was.

Motion to adopt the 2016-17 budget

Motion/Tichinin, Second/Flaherty (all ayes, no nays) Motion Passed.

#### **E. AUTHORIZATION OF THE 2016-17 CONTRACTS AND GRANTS (ACTION)**

Jenna Munos, Administrative Fiscal Manager, went over the Memorandum of Understanding (MOU) for the Mendocino Coast Children's Fund. Commissioner Rentería asked whether the Commission should review the authorization of the contracts. Jenna let the Commission know that there were a few changes, for example, the cost share for the employee and the wages/hours have both been reduced. The major difference is that they are asking for a \$10,000 grant for diapers. They have done grants in the past with this and it has been around \$65,700. It has been increasing a bit because Huggies has stopped selling their diapers at wholesale and are now selling them at cost. Commissioner Tichinin asked if they had looked at other vendors. Jenna let him know that she has not had the chance to do so. She suggested that Annie Liner could contact Cheryl DeFriez, F5M VISTA, about doing research on low cost diapers. Because this was unique to this grant, Jenna asked what the distribution process of the diapers was like. Some agencies had their own way of distributing them and other distributed them the way F5M did, which is the preferable way. Commissioner Tichinin asked if the MOU was a separate agreement that needed to be approved. Jenna said this was mainly brought to the Commission to get feedback about it and add anything the Commission felt necessary. Commissioner Anderson asked what was the cap on the Executive Director could authorize without Commission consent. The FRC's and the grantees are already approved when the budget is approved. On external contracts, the cap is \$20,000 and the job description for the Interim Executive Director states they can authorize \$10,000.

The grantees that are being anticipated for 2016-17 were discussed. They are looking at increasing Ford Street Project funds because they had exhausted their contract eight months into it. They discovered they had been billing them for repeat clients. Jenna stated that Ford Street and FDDC should be getting MediCal billable.

Jenna mentioned that FDDC peer/mentor program underspent significantly. The program manager was gone on medical leave and the contract was not signed until November which caused them to lose mentors.

They anticipate that the program is going to grow so it was discussed that anything that was not spent in 15-16, will get applied to 16-17. They were sent \$15,000 and only spent \$8,864 and have a check being held for another \$10,000. They can either return that uncashed check to F5M or use that for the upcoming year. Commissioner Hamburg was not sure what they meant with the total grant amount. Jenna clarified that instead of granting new funds, they will just receive what was not used from the previous year but it will depend on what they submit for the a budget. Commissioner Tichinin asked if they adopt this, would it be the cap. Commissioner Anderson commented it would be as if they approved the \$35,000 but in reality, it is only \$20,000 because of the \$15,000 they still have from the previous year.

Commissioner Rentería asked if there were any other comments or questions.

Motion to authorize Interim Carol Mordhorst to execute the contracts and grants  
Motion/Hamburg, Second/Anderson (all ayes, no nays) Motion Passed.

Commissioner Tichinin left the meeting at 2:32 pm. Quorum was still present.

## **ITEM 8: LONG-TERM FINANCIAL PLAN (ACTION)**

### **A. RAISE & SHINE AND THE SANDBOX LOAN REPAYMENT PLAN (ACTION)**

Interim Carol Mordhorst clarified to the Commission that the reason they had created a plan for The Sandbox to repay Raise & Shine, was due to spending more than what the Commission approved. Jenna clarified that there were a lot of startup costs including wages for getting people on board before having any other type of revenue as well as office expenses that were not covered in the \$40,000 startup. Also, Licensing required at least three months of operating costs in the bank account so they had to move \$90,000 to the account resulting in going over \$50,000. They suggested instead of giving them a \$15,000 grant every year for the next five years, they will just use that as a payment to Raise & Shine.

Commissioner Rentería asked if there were any comments or questions.

Motion to approve the Raise & Shine and The Sandbox Loan Repayment Plan  
Motion/Hamburg, Second/Flaherty (all ayes, no nays) Motion Passed.

### **B. APPROVE/MODIFY/ADOPT LONG-TERM FINANCIAL PLAN (ACTION)**

Commissioner Rentería would like to discuss the long-term financial plan with the future Executive Director so that it is clearly understood. She made it clear that in order to have a balance for Prop 10 fund; they are pulling from the reserves.

Commissioner Rentería asked if there were any questions or comments.

Motion to approve the long-term financial plan  
Motion/Hamburg, Second/Passalacqua (all ayes, no nays) Motion Passed.

1. UPDATED SALARY SCHEDULE BASED ON \$15.00 AN HOUR BY THE YEAR 2022
2. PER THE CALIFORNIA HEALTH AND SAFETY CODE SEC 130140, THE COMMISSION WILL HOLD A PUBLIC HEARING AND APPROVE/MODIFY THE LONG-TERM FINANCIAL PLAN

By 2022, the minimum wage will be \$15.00 in California and Anne Molgaard thought that in order for us to stay competitive and stay ahead of that mark, that in 2017 and every two years after that until 2023, they adjust their salary scale accordingly.

Commissioner Rentería asked if there were any questions or comments.

Motion to approve proposed changes to the salary schedule  
Motion/Anderson, Second/Flaherty (all ayes, no nays) Motion Passed.

Commissioner Rentería opened a Public Hearing to discuss the long-term financial plan.

Commissioner Hamburg reintroduces motion to approve long-term financial plan Motion/Hamburg, Second/Passalacqua (all ayes, no nays) Motion Passed.

Commissioner Rentería closed the Public Hearing.

### **C. DEVELOPMENT AND SUSTAINABILITY**

The conversations held in the earlier parts of the meeting covered this agenda item.

#### **ITEM 9: SET NEXT COMMISSION MEETING DATE, TIME AND PLACE**

The July Commission Meeting will stay as schedule but instead of having it in Willits, it will be in Ukiah. The location changed in order to accommodate the Executive Director hiring process.

#### **ITEM 10: COMMISSIONER REPORTS, ANNOUNCEMENTS & ADDITIONAL MATERIALS**

Commissioner Anderson and Commissioner Flaherty would like to thank Menaka Olson and staff for the wonderful goodbye party for Anne Molgaard and for being able to handle their responsibilities without a problem.

Commissioner Rentería would also like to thank staff for holding everything down and together over the past few weeks as well as thank Interim Carol Mordhorst for stepping in and helping where needed.

Commissioner Rentería closed the meeting at 2:45 p.m.