



The Public is invited to address
the Commission about each agenda item

JOINT EMERGENCY MEETING MINUTES

Monday, October 7, 2019 at 4:30 p.m.

Meeting Locations	
The Sandbox 205 N Bush St., Ukiah	Via Conference Call 1-866-740-1260 Access Code: 4624453 300 A Dana St., Fort Bragg, CA

Commissioners Present

John Haschak	Ben Anderson	Sandra Applegate	Tammy Moss Chandler
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Via Teleconference

Paul Tichinin	Lucresha Rentería
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Public Present

Tatiana Cantrell

ITEM 1 WELCOME & INTRODUCTIONS

Commissioner Tichinin called the meeting to order at 4:37 p.m. and welcomed visitors. The Commission and staff made introductions.

ITEM 2 PUBLIC COMMENT ON NON-AGENDIZED ITEMS

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

ITEM 3 DRAFT OCTOBER COMMISSION MEETING AGENDA (ACTION) (pp. 3.1-3.2)

The commission suggested they add “update on The Sandbox” to the agenda. They are not sure of they will have draft brochures done in time for the meeting, will keep on agenda until further notice.

**FIRST 5 Mendocino and Raise & Shine motion to approve joint emergency meeting agenda
Motion/Rentería, Second/Anderson**

**Roll Call was taken. Commissioners: Tichinin, Rentería, Applegate, Anderson and Haschak
(all ayes, no nays) Motion Passed**

**FIRST 5 Mendocino motion to approve the draft October Commission Meeting Agenda
Motion/Anderson, Second/Applegate**

**Roll Call was taken. Commissioners: Tichinin, Rentería, Applegate, Anderson and Haschak
(all ayes, no nays) Motion Passed**

For further information or if you need disability modification or accommodation to participate in this meeting,
please contact Maritza Villa at 707.462.4453 at least 48 hours prior to the start of the meeting

ITEM 4 CLOSED SESSION – CASTILLO VS. THE SANDBOX AND FIRST 5

MENDOCINO (ACTION) (pp. 4.1 – 4.12)

The board acted on legal matter involving both FIRST 5 Mendocino and Raise & Shine.

FIRST 5 Mendocino motion to approve the settlement agreement for FIRST 5 Mendocino as detailed

Motion/Haschak, Second/Renteria

Roll Call was taken. Commissioners: Tichinin, Rentería, Applegate, Anderson and Haschak (all ayes, no nays) Motion Passed

Raise & Shine motion to approve the settlement agreement for Raise & Shine as detailed

Motion/Anderson, Second/Applegate

Roll Call was taken. Board Members: Tichinin, Applegate, and Anderson (all ayes, no nays) Motion Passed

ITEM 5 THE SANDBOX CLOSURE (ACTION) (pp. 5.1 – 5.13)

Executive Director Ibarra recommend the board approve closure of The Sandbox even though it is not an easy decision. They have had many issues such as licensing violations and pest problems. They are not entering their third month of reduced enrollment; due to reputation, many parents that were wanting to enroll their children have backed out. There has also been concerns of security to the building.

For October, they are in the red for funding. Due to the numbers being low, ED Ibarra is concerned about continuing to operate and not being able to pay any expenses that are needed. They need to turn around the impression of The Sandbox to the community and have already started to but if they continue to see a decline in enrollments, they will not have enough income. If they go forward with closing, they will need to provide a 30-day notice to the parents; November 8, 2019. They will continue their contract with Mendocino College for Pomo Pathways. ED Ibarra is suggesting the R&S Board to approve to pull funds from Healthy Kids Mendocino for any unexpected expenses. They will also need to provide a 30-day notice to Ukiah United Methodist Church. Her concerns about the lease is that it is through February 2020 and will still have to continue paying rent until then.

Tatiana Cantrell, Interim Director at The Sandbox, believes they should not close. She has been there since July and feels as she has seen many improvements. Due to not having many options in Ukiah for childcare, she feels it will become an even bigger issue for the families currently enrolled to have to look for alternative childcare. She believes that not much advertising has been done for enrollment and with a different approach to marketing, it will help bring up enrollment. She has planned out for the next few months fundraises to raise money. She understands that the pests are a big problem, but they are working on it and are having a new pest control company; turnaround time being three weeks. She is asking the commission for three months tot turn The Sandbox’s reputation around and to fill the empty slots.

Commissioners Tichinin and Anderson are in support of the ED’s recommendation.

Commissioner Anderson asked if filling the toddler room is difficult; Tatiana said yes, if they had an infant license, they would be full. Commissioner Applegate asked about what staff’s

thoughts are on the closure. ED Ibarra let them know they have one staff who has her child enrolled in The Sandbox and has mentioned that she has called other childcares and is not having any luck.

Commissioner Moss Chandler joined the meeting at 5:05 p.m.

As for the security concern of the building, they investigated getting a keypad installed that would require a pin number to enter. The cost for the keypad would be close to \$8,000.

Commissioner Haschak commented that it is a difficult decision but understands the situation and while they may have a plan to turn it around, there is still a chance it may not work due to the current issues they are having. He does not agree on having the children around the toxic chemicals that are being sprayed. But when taking the families for consideration, he knows that it will be a negative impact on them. He asked if RCS is still considering on taking it over. ED Ibarra commented that they are interested but has not discussed the terms with them yet.

They currently have five children who are private pay and 15 that are subsidized which they must bill for (currently not reflecting in the budget). Her concern is not having enough for payroll expenses. She commented they can give it three more months, but due to the history of enrollment, they will have to cut expenses to make it for those three months. She knows they can do 30 more days but 60 or 90 is pushing it.

Commissioner Anderson asked Tatiana how long she thinks it would take to raise the enrollments; she said she would like until the end of the year but believes it could be sooner. She will need to advertise and would prefer to do it a different way.

Raise & Shine motion to table Item 5 until after Item 6 is discussed.

Motion/Anderson, Second/Applegate

Roll Call was taken. Board Members: Tichinin, Applegate, and Anderson.

(all ayes, no nays) Motion Passed

ITEM 6 CLOSED SESSION – THE SANDBOX PERSONNEL **(ACTION)** (p. 6.1)

ED Ibarra proposed staffing changes that would be needed if the center is to continue operations without an immediate increase in enrollment.

Raise & Shine motion to authorize CEO Ibarra to make staffing cuts as needed.

Motion/Anderson, Second/Applegate

Roll Call was taken. Board Members: Tichinin, Applegate, and Anderson.

(all ayes, no nays) Motion Passed

ITEM 5 THE SANDBOX CLOSURE **(ACTION)** (pp. 5.1 – 5.13)

Reconvened at 6:55 p.m. to continue Item 5.

Raise & Shine motion that between now at December 31, 2019, if enrollment drops to 18 children or fewer, CEO Ibarra is authorized to issue closure notice at that time and authorize ED Ibarra to pull up to \$20,000 from the Healthy Kids Mendocino Fund if necessary to support operations or closure of The Sandbox.

Motion/Anderson, Second/Applegate

Roll Call was taken. Board Members: Tichinin, Applegate, and Anderson.

(all ayes, no nays) Motion Passed