

Meeting Highlights



Executive Committee Meeting

Monday, March 16 at 3:00 p.m.

Participants: Commissioner Paul Tichinin (conference line), Commissioner Ben Anderson (conference line), Commissioner Sandra Applegate and Interim Executive Director Julie Fetherston

Meeting called to order 3:05pm

1. **MARCH COMMISSION MEETING DRAFT AGENDA**

This item tabled

EXECUTIVE COMMITTEE AGENDA REVIEW

Motion to add discussion on COVID-19 response and action
Motion/Applegate, Second/Anderson – Roll call unanimous

2. **DEFINE SIGNING AUTHORITY FOR INTERIM DIRECTOR**

Motion to authorize Interim Executive Director Fetherston to sign checks for the business of First 5 Mendocino, and to expend funds on unbudgeted items up to \$20,000 without additional approval by the Commission
Motion/Applegate, Second/Anderson – Roll call unanimous

3. **ADD INTERIM DIRECTOR, JULIE FETHERSTON AS A SIGNER FOR SAVINGS BANK AND COUNTY ACCOUNTS**

Motion to add Interim Executive Director Fetherston as a signer on both the Savings Bank of Mendocino County accounts and the County Accounts
Motion/Applegate, Second/Anderson – Roll call unanimous

4. **STAFF UPDATE AND FEEDBACK & DISCUSSION ON HOW TO ENGAGE COMMISSIONERS**

This item was tabled

5. **UPDATE ON LETTER TO THE AUDITOR**

Executive Committee reviewed the contract for James Harrison's service. Committee agreed that he should be engaged to add code citing's as discussed into the letter. Executive Committee directed Director Fetherston to obtain a revised letter from Harrison including the citing of codes as discussed

Motion to authorize Interim Director Fetherston to send the revised letter to the full commission for a majority approval, and then send the letter to the county Auditor once majority approval is received
Motion/Anderson, Second/Applegate – Roll call unanimous

6. **NEXT STEPS ON STRATEGIC PLANNING**

This item was tabled

7. **EXTENSION FOR FORD STREET PROJECT GRANT**

Motion to approve \$5,000 given to Ford Street and approve up to \$15,000 in additional funds if needed

Motion/Tichinin, Second/Applegate – Roll call unanimous

8. **DRAFT “THANK YOU” LETTER TO SENATOR MCGUIRE**

This item was tabled

9. **CONFIRM NEXT EXECUTIVE COMMITTEE MEETING**

- Due to ongoing COVID-19 emergency response, this meeting will be continued on Friday March 20th at 4:30
- The next Executive Committee meeting will be Monday, April 6th at 4:00pm

10. **UPCOMING MEETINGS:**

The Commission meeting will be Monday, March 23, 2020 at 1:00pm held in Ukiah at MCOE and virtual. We will not be serving lunch and will be limiting the in-person meeting to 10 people so that we can practice social distancing.