

COMMISSION MEETING MINUTES
August 13, 2018
Meeting location: 260 E. 15th Street Merced, CA 95341

Commission Members Present:

Lee Lor Eva de Long Iantha Thompson Shirley Brown Scott Pettygrove
 Dr. David Canton Aaron Lequia Marjorie Terranova Yvonnia Brown

Staff Present: Forrest Hansen, Rebecca Nanyonjo-Kemp, Martha Hermosillo, Marie Pickney Kathleen Zimmerman, Adam Acevedo

Guests: Jenna Nunes, Monica Adrian, Christie Hendricks

Call to Order

Chair Lee Lor called the meeting to order at 5:33 pm.

Pledge of Allegiance, and Roll Call

The Pledge of Allegiance was led by: Commissioner Shirley Brown.

Attendance results noted above; a quorum was present.

SCHEDULED ITEMS:

Public Opportunity to Speak on Any Matter within the Commission's Jurisdiction

Members of the public were invited to come to speak, there were none.

Additions/Deletions to the Agenda:

Tour of lactation room will be moved to next meeting.

CONSENT CALENDAR:

- 1. Approval of Minutes for the June 11 , 2018 Commission Meeting (Action)**
- 2. Approval of Expenditures through June 30, 2018 (Action)**
- 3. Approval of Expenditures through July 31, 2018 (Action)**

Commissioner Margie Terranova moved to approve Items #1-3 on the consent calendar.

Motion seconded by: Commissioner Scott Pettygrove. The motion was unanimously passed with 6 in favor, 0 opposed.

PUBLIC HEARING:

Commission Chair Lee Lor opened the Public Hearing at 5:37 pm.

Commission Chair Lor asked if there were any questions or comments from the public, there were none.

Commission Chair Lor closed the public meeting at 5:38 pm.

REGULAR CALENDAR:

COMMISSION ACTION:

4. Approval of First 5 Merced County Vice Chairperson for fiscal year 2018/2019 (Action)

Commission Chair Lor asked who would like to serve as Vice Chairperson, Eva de Long volunteered.

Commissioner Scott Pettygrove moved to approve Eva de Long as Vice Chairperson. Motion seconded by Commissioner Aaron Lequia.

The motion was unanimously passed with 6 in favor, 0 opposed.

5. Approval of the First 5 Merced County Proposed Annual Budget for FY 18/19 (Action)

This item was presented by First 5 Merced County Executive Director, Martha Hermosillo stated that at June 2018 Commission meeting the Commission approved the proposed annual budget for First 5 Merced County for FY 18/19 since June the County Board of Supervisors has approved the overall Merced County budget, with the First 5 Merced County budget included. Hermosillo requested the Commission to approve the First 5 Merced County final budget for FY 18/19.

Commissioner Pettygrove asked about a projected fund balance, in other words a reserve amount. Hermosillo stated that there was a reserve of 1.2 million set by Commission in 2011/12 or 2012/13. Commissioner Pettygrove asked if that would be the same amount for 2018/19, Hermosillo responded saying that there could be more in trust due to the new contracts funded in 2017/18 at 100% of First 5 funds, will be required to provide a 25% match in 2018/19.

Commissioner Scott Pettygrove moved to approve the First 5 Merced County final Annual Budget for FY 18/19.

Motion seconded by: Commissioner Margie Terranova. The motion was unanimously passed with 6 in favor, 0 opposed.

6. Approval to contract with Hamai Consulting in response to Request for Proposals for Evaluation Services (Action).

This item was presented by First 5 Merced County Executive Director, Martha Hermosillo, reminding the Commission that on May 18, 2018 First 5 Merced County released an RFP for evaluation services. The intent of the RFP was to provide evaluation services, analyze and understand local organizations, First 5 Merced County and the impact of the work being done in the community. Hermosillo stated that five proposals were received and reviewed by a panel that included staff and commissioners appointed at the January 2013 Commission meeting. Hermosillo stated that proposals were scored based on the following criteria: qualifications of experience, proposed work plan, work samples, references and proposed budget, budget justification. A recommendation is being made based on the proposal the reviewers felt best met the needs of First 5 Merced County and the intent of the RFP. Hermosillo stated that funding of up to \$150,000.00 was approved by the commission for a 3 year term and represents a larger amount compared to previous years as the staff size has impacted the ability to address more evaluation efforts internally. Hermosillo requested the commission to approve to contract with Hamai Consulting, in an amount not to exceed \$150,000 for contract term of August 2018-June 2021.

Commissioner Margie Terranova moved to approve the First 5 Merced County to contract with Hamai Consulting for evaluation services.

Motion seconded by: Commissioner Eva de Long. The motion was unanimously passed with 6 in favor, 0 opposed.

7. Approval for funding in an amount not to exceed \$10,000 for the inaugural Help Me Grow network convening for service providers (Action).

This item was presented by First 5 Merced County Executive Director, Martha Hermosillo requesting the Commission to approve funding for a "Help Me Grow" (HMG) convening of interested partners to assess strengths, current screening and early prevention practices, and develop components of a coordinated system including outreach to providers, community outreach and accessing data. Hermosillo stated one of the goals was to identify and map current screening and early prevention practices throughout Merced County, once mapped, gaps can be identified and a blueprint built to identify long term sustainable strategies. Hermosillo stated funding for this convening would support items such as a keynote speaker, facilitator, marketing, advertising, printing, venue, refreshments, event supplies, event coordinator/consultant.

Commissioner Margie Terranova asked what is the projected date and Hermosillo responded that the plan would be by fall of 2018, with a date yet to be determined.

Commissioner Eva de Long asked if Hermosillo had anyone in mind to do the above mentioned Help Me Grow convening. Hermosillo stated that there was a community member in the public audience who was well versed with the Help Me Grow System to coordinate the convening. Hermosillo mentioned a facilitator possibility is Tom Altmayer, who is heavily involved with the Help Me Grow network statewide and has worked with First 5 Merced County before.

Commissioner Eva de Long moved to approve the funding for First 5 Merced County Help Me Grow network convening for service providers.

Motion seconded by: Commissioner Shirley Brown. The motion was unanimously passed with

6 in favor, 0 opposed

8. Request for Commissioner support in reviewing and scoring 3 rounds of mini-grants, Due August, December and March (Informational)

This item was presented by First 5 Merced County Executive Director, Martha Herмосillo who stated First 5 Merced County releases 3 rounds of mini-grants cycles every year with 3 different due dates, by doing this it allows time for potential applicants to plan events around mini-grant cycles throughout the fiscal year. Herмосillo requested volunteers from the Commission to sit on the review panel for each of the 3 cycles. Commissioners volunteered as follows:

Commissioner Aaron Lequia indicated he would volunteer for the first cycle (August 24, 2018).

Commissioner Eva de Long advised she would volunteer for the second cycle (Dec 3, 2018)

Commissioner Margie Terranova advised she would volunteer for the third cycle (March 11, 2019)

9. Executive Director's Report (Informational)

This item was presented by First 5 Merced County Executive Director, Martha Herмосillo. Herмосillo who introduced First 5's new Office Assistant – Adam Acevedo. Herмосillo presented a Power-Point about the "Kids Discovery Station" headed by Maaya Tokman, professor at UC Merced. Herмосillo stated that the exhibit was run at the Multi-Cultural Arts center for several weeks and had over 900 visitors. Herмосillo stated it is currently being run at the Merced County library beginning in August, 2018 and in the first week had already exceeded the 900 number of visitors. Herмосillo stated that Tokman has been offered a building space in an empty building at the Merced Mall, and possibly will be doing a fundraiser either at the Merced County Library or Multi-Cultural Arts center. Herмосillo also stated that Tokman may potentially ask the Commission for additional one-time funding in the future.

Herмосillo also showed the Commission a short video of the Hmong Culture Camp, funded by First 5 Merced County that was held during the summer of 2018.

Herмосillo also mentioned that 350 new parent kits were distributed to Dignity Health, and that Herмосillo worked with Susan Walsh, from the Literacy Coalition to accomplish this.

Herмосillo provided an update on First 5 Facebook, in June 2018, over 600 people were reached and was excited to say the updated amount was up to 4025 people showing interest, liking and sharing the "Kids Discovery Station" an increase of 3075% in First 5's reach! Herмосillo stated that views increased by 57%, likes by 73% and followers have increased by 53%.

Herмосillo requested that Commissioners and audience take some time to not just like First 5 on Facebook but also share information from the Facebook page. Herмосillo lastly mentioned that there was a recent article in the Merced Sun-Star about the lactation rooms provided in different schools within the Merced Union High School District (MUHSD) and the article was

included in the Commissioner's packets. Hermosillo also reminded Commissioners that there was a required training for Commissioners and the handout was also in their packet.

10. Commissioners' Reports (Informational)

Commissioner Eva de Long thanked the members for having her again as Vice Chairperson, and will continue to do her best. de Long also congratulated First 5 in regards to events that were run over the summer (Kids Discovery Station and Hmong Culture Camp), stating that it was beautiful and wonderful to see those things happening, and again wanted to say thank you.

Commissioner Aaron Lequia wanted to welcome Adam to the team, and that it was nice to see presentations from programs funded by First 5 Merced County highlighting the work in our community.

Commission Chair Lee Lor reported that she was able to connect with the people who organize and lead the Hmong Culture Camp, stating it was wonderful to see that the camp had a diverse group of children participating and not just Hmong children, that integration of different cultures is really very important.

Lor also stated that she stopped by the Kids Discovery Station and was delighted to see that it was almost at max capacity.

Meeting adjourned at 6:01 p.m.