

FIRST 5 YOLO
Commission Meeting Minutes
October 8, 2008

The First 5 Yolo Children and Families Commission met on the 8th day of October, 2008 at the First 5 Yolo office at 403 Court Street, Woodland, California at 2:00 p.m.

Commissioners in Attendance: Helen Thomson (Chair), Donita Stromgren (Vice-chair), Bette Hinton, Pam Miller, Jorge Ayala, Sheila Allen, Katie Villegas

Staff in Attendance: Julie Gallelo, Margaret Bacot, LaTina Price, Regan Overholt, Jackie Hausman

Public in Attendance: L. Aldrete, F. Wright,

Item 1: Call to order

Chair called the meeting to order at 2:00 pm.

Item 2: Roll Call

Item 3: Approval of Agenda

Approve the agenda with Item #13 to be presented following Item #4.

MOTION: J. Ayala **SECOND:** P. Miller Motion carries unanimously.

Item 4: Public Comment

H. Thomson welcomed those in attendance and invited the public to address the Commission on any issue that is not on the agenda. No public comments were made.

Item 5-9: Consent Agenda

Approve agenda items 5 – 8.

MOTION: S. Allen **SECOND:** D. Stromgren Motion carries unanimously.

Item 9: Mini-grant Applications

This item was removed so that staff could provide commissioners with an overview of the mini-grant review and application process. First 5 Yolo accepts mini-grant applications on a monthly basis. All applications are reviewed by the mini-grant review panel composed of staff members. There were no additional mini-grant applications received for review at this time.

Approve Mini-grant application for Woodland Parent Nursery School in the amount of \$2,500.

MOTION: S. Allen **SECOND:** D. Stromgren Motion carries unanimously.

Item #10: Treasurer's Report

The Commission reviewed FY08-09 first quarter financial statements. M. Bacot advised that no revenue has been received and expenses are largely due to contract payment advances. She stated that the first quarter financials are typical for the period.

Receive FY08-09 Revenue and Expenditure Report through September 2008 as presented.

MOTION: P. Miller SECOND: D. Stromgren Motion carries unanimously.

Item #11: Public Hearing - First 5 Yolo Fiscal Audit

J. Gallelo reported that the Commission audit was conducted by a new firm this year. She reviewed the condition of the audit stating that the audit was good, all numbers were in order and the unreserved undesignated fund balance was zero. She stated that nearly \$6 million dollars had been encumbered to cover the 7-year grants awarded this year and that First 5 Yolo was in compliance with all Prop 10 requirements. Commissioners were made aware of 2 findings reported under the internal control section of the audit for management review only. One finding was related to financial statements and the second was related to the auditor's concerns about First 5 Yolo not having a CPA on staff. The auditors recommended that the First 5 Yolo have financial statements reviewed by a second source. J. Gallelo advised Commissioners that she consulted the County Auditor Controller and County Counsel on the reported recommendations for management. She stated that staff will consider the recommendations and the best solutions. Staff will work with the Finance Committee. Commissioner's advised that staff consider using the County's auditing firm for First 5 Yolo audits due to the fact that First 5 Yolo uses the county's accounting system.

OPEN PUBLIC HEARING

No comments.

CLOSED PUBLIC HEARING

Approve the First 5 Yolo Fiscal Audit for FY07-08.

MOTION: B. Hinton SECOND: J. Ayala Motion carries unanimously.

Item #12: Public Hearing – First 5 Yolo Annual Report

J. Gallelo reviewed First 5 Yolo's contributions to the FY07-08 Annual Report for First 5 CA. She stated that through this process we were able to highlight the work that has been accomplished while becoming familiar with the strengths and weaknesses of the data and utilizing the expertise of our evaluation team. She advised that the reader-friendly version of the raw data presented in this report will be distributed as the "Annual Report to the Community" sometime this winter.

OPEN PUBLIC HEARING

No comments.

CLOSED PUBLIC HEARING

Approve First 5 Yolo Annual Report

MOTION: S. Allen SECOND: K. Villegas Motion carries unanimously.

Item #13: Community Presentation – Yolo Foster and Kinship Care Education Program

J. Gallelo reported that First 5 Yolo funded 2 special project grants aimed at recruiting and retaining Yolo County foster parents. Cherie Schroeder of Foster Care and Kinship Education program was invited to give a presentation to the Commission on their program outcomes.

C. Schroeder provided Commissioners with an overview of their special project grant. She stated that the list of current foster families was updated and 16 new families were licensed – 15 of which have taken a foster child. She stated that the need for foster families in Yolo County is still great. New foster parents George and Kelly each spoke about their experiences going through the licensing process and becoming foster parents to infants. They spoke about their particular interests in becoming foster parents and the tremendous resources, education and guidance available for foster families through FCKE.

Item #14: Executive Directors Report

Commissioners received an update of staff activities for the month of September and upcoming meetings and events.

Item #15: Commissioner's Reports

K. Villegas reported that the Neighbors Fair Parade took place in West Sacramento and that on 11/22 is "Giveaway Day" at Westfield Elementary. YCCA will be accepting all household items, clothes, and toys for the event. She also announced that YCCA will host its Holiday Open House on 12/3 from 11:00 – 1:00pm in Davis.

J. Ayala announced that the state preschools are off and running with the passage of the state budget. The agency is currently writing a planning grant for the High Schools to institute a "career paths" curriculum. Also, Head Start is having a book drive.

P. Miller reported that her department has implemented activities around literacy that include bringing books into the departments waiting areas, having employees reading to children in the lobby and holding a book drive among employees. She reported on how her agency has been affected by the state budget and that Yolo County will be having its 1st Heart Gallery on November 7th.

D. Stromgren reported that childcare fared ok in the state budget though mid-year budget cuts are looming. She announced that Woodland Joint Unified School District funded the Knights Landing Children's Center for 14 preschool slots and that additional funding was provided by Yocha De He. The City of Davis R&R will continue providing TA and support to the agency.

B. Hinton reported evidence that more and more people are needing public services. She also advised that the recommendation for this year's flu season is that everyone get flu shots. County employees will have opportunities in November to receive their flu shot.

H. Thomson announced that the Teen Substance Abuse Summit was a good effort, that community teams established great topic discussions and that efforts will continue to

build upon the progress made. She announced that Davis Community Meals will be hosting its fundraiser on October 11th and that organizations supporting the homeless population will experience a \$800,000 loss. She stated that First 5 Yolo is a provider of services that people desperately need and must continue to support our communities.

Adjournment

The meeting adjourned at 4:15 p.m. The next commission meeting will be held November 12, 2008 at 2:00 p.m.