



First 5 Commission, October 4, 2022

Agencies/Organizations affected by Action Items or Discussion Items on the agenda for today's meeting are:

None

Conflict of Interest Reminder for Commissioners and Alternates:

Commissioners with a direct financial interest (for themselves or their family members) shall recuse themselves from the decision on the proposal.

Commissioners who wish to recuse themselves for reason other than a financial interest (such as a possible perception of personal or professional bias for or against a proposal), may recuse themselves from the decision. Commissioners are asked to carefully evaluate this if there might be any problem with a quorum.

It is the Commission's practice to ask individuals who are recusing themselves to leave the room while the proposal is being considered. If you recuse yourself, please remain available in the Health Dept. waiting room, so that you can be easily found to rejoin the meeting for subsequent agenda items.

Advisory Committee Members Participation. Advisory Committee members should avoid any perception of influencing the Commissioner's funding decisions affecting their own agencies. Although they may speak on any agenda item at any time, it is impossible to speak regarding one's own agency's First 5 funding without the public perception of bias, and they are encouraged to avoid doing so. Although it is appropriate to answer specific questions of the Commission regarding a proposal affecting their agency, it would be inappropriate to advocate for a proposal affecting their agency.



Item 1. Consider action to approve Minutes for August 2, 2023 (Attachment #1)

MINUTES

August 2, 2023 2:15-4:15pm

Tuolumne County Superintendent of Schools Office Room 217

Commissioners Present: Kimberly Freeman, Dee Keshner, Anaiah Kirk, Jared Martin, Cathy Parker, Laura Sunday

Alternates: Mayra Patey, Devon Woodruff

Staff Present: Sarah Garcia

Welcome and introductions.

Meeting called to order at 2:21pm

Public comment

None

Action Items

1. Consider action to approve Minutes for June 14, 2023 (Attachment #1)

Discussion: Nothing to report

Motion: approve Minutes for June 14, 2023

Moved: Commissioner Kirk

Seconded: Commissioner Freeman

Abstain: None

Motion carried: 8 ayes: (Freeman, Deshner, Kirk, Martin, Parker, Sunday, Patey, Woodruff)

Recusal: none

Closed Session

2. Public Employee Performance Evaluation (Govt. Code 54957) Title: Director of First 5

End Closed Session

Action Items

3. Consideration of Approval of Director Salary Step 3, retroactive July 1, 2023 (attachment #2)

Discussion:

Motion: approve Director Salary Step 3, retroactive July 1, 2023

Moved: Commissioner Keshner

Seconded: Commissioner Sunday

Abstain: None

Motion carried: 8 ayes: (Freeman, Deshner, Kirk, Martin, Parker, Sunday, Patey, Woodruff)

Recusal: none

4. Consider action to purchase insurance for the First 5 Commission (attachment #3)

a. Tabled until next meeting.

All agenda materials and attachments, including late agenda materials, are posted on the First 5 Tuolumne County Commission website, www.First5Tuolumne.org. Please contact Sarah Garcia for ADA accommodations needed at 536-2070.

Discussion Items, Information Items and Reports

5. Monthly Financial Report through June 2023, (available after audit completion)

6. Reports from Executive Director, Commissioners and Ex-Officios

Mayra Patey provided an update on UPK. TCSOS will be providing technical support to districts.

Dr. Freeman: Public Health is opening a van for screenings and coordinating health care.

Supervisor Kirk: August is Child Support Awareness month. Tuolumne County is getting \$15 million for broadband expansion.

Laura Sunday: September 13th is Columbia College Wellness Day

Cathy Parker: Adventist Health is onboarding staff to utilize Unite Us. They are expanding their dental clinic services. The Rural Health clinic continues to provide ACES screenings and referrals to Kathy Ruiz for assistance. They are starting a grief support group for youth. They also have hired a Cal AIM community navigator.

Time and location for next meeting:

October 4, 2023 at 2:15 pm, Tuolumne County Superintendent of Schools Office, Room 217

Adjournment.



Item 2: Election of Officers (attachment #2)

History: The Commission nominates and elects officers annually.

The current slate of Commission Officers began their annual officer terms in December 2020. The Commissioners that have served as officers in the last three years are:

	Chair	Vice Chair	Treasurer
FY 22-23	Cathy Parker	Laura Sunday	Michelle Clark
FY 21-22	Michelle Clark	Anaiah Kirk	Dee Keshner
FY 20-21	Michelle Clark	Dee Keshner	Laura Sunday
FY 19-20	Cathy Parker	Anaiah Kirk	Cori Allen/Laura Sunday

The By-Laws state:

Qualifications, Selection and Term:

The Chair, Vice-Chair and Treasurer are elected by the Commission at the Annual Meeting from among its own members. Election must be by majority vote of the Commissioners. The Chair, Vice-Chair and Treasurer are elected for a term of one (1) year and shall serve until a successor has been duly elected. No officer shall serve more than two (2) successive years in the same office, but may subsequently serve in a different office. After a break of at least one year, a Commissioner may again serve in an office where she or he has served a full term prior.

The following Commissioners are currently eligible for the officer positions.

Eligible for Chair (All)	Eligible for Vice Chair (All)	Eligible for Treasurer (All)
Michelle Clark	Michelle Clark	Michelle Clark
Kim Freeman	Kim Freeman	Kim Freeman
Dee Keshner	Dee Keshner	Dee Keshner
Anaiah Kirk	Anaiah Kirk	Anaiah Kirk
Jared Martin	Jared Martin	Jared Martin
Cathy Parker	Cathy Parker	Cathy Parker
Laura Sunday	Laura Sunday	Laura Sunday

Discussion Requested: Nominations will be taken from the floor at the meeting. Officers will be formally elected at today’s meeting and will begin their terms in December 2023.

Action requested: Approve officers as follows:
 Chair:
 Vice Chair:
 Treasurer:
 With a term to last 1 year.

Officer duties, as stated in the By-Laws, are as follows:

The Chair shall:

1. Preside at all meetings of the Commission;
2. Execute correspondence, conveyances, and other written instruments as authorized by the Commission, or authorize staff to do so;
3. Appoint chairs of the Commission's committees; and
4. Set the agenda, or authorize staff to do so.

The Vice-Chair shall:

1. In the absence of the Chair assume the duties of the Chair; and
2. Perform such reasonable duties as may be required by the Commission or by the Chair of the Commission.

The Treasurer shall:

1. Be responsible for overseeing the First 5 Tuolumne County Trust Fund;
2. Be responsible for ensuring that periodic and annual financial reports of the First 5 Tuolumne County Trust Fund are provided to the Commission;
3. Be responsible for ensuring that a true and accurate accounting of all financial transactions of the Commission is made and kept;
4. Be responsible for delegating ministerial duties consonant with his/her responsibilities to the Commission.

The treasurer's duties have been delegated to the Executive Director, with oversight and periodic review of the fiscal systems by the Treasurer.