



## Commission Meeting Minutes

Wednesday, June 27, 2018

**Members Present:** Chair Toni Campbell, Christina Cuevas, Kathy Frandle, Lisa Hindman Holbert, Salem Magarian, Leticia Mendoza, Ellen Timberlake

### 1. Call to Order and Establish Quorum

The meeting was called to order at 1:05 PM and a quorum was established.

### 2. Review and Adopt Agenda

**M/S/P: (Commissioner Christina Cuevas / Commissioner Salem Magarian) unanimously moved to adopt the agenda.**

### 3. Consent Agenda

- A. Approve Commission March 21, 2018, Meeting Minutes
- B. Accept Financial Report for the period ending May, 2018
- C. Accept First 5 Santa Cruz County Grant Application Tracker, 06/27/18
- D. Accept FY 17/18 First 5 Santa Cruz County Contracts Executed Under Executive Director Authority, 06/27/18
- E. Accept FY 17/18 First 5 Santa Cruz County Sponsorships report, 06/27/18

**M/S/P: (Commissioner Salem Magarian / Commissioner Christina Cuevas) unanimously moved to approve the Consent Agenda.**

### 4. Community Oral Communications

None

### 5. Commissioner Oral Communications

Commissioner Magarian stated that California Children's Services (CCS) for our local area, which includes Monterey and Merced County, is being folded into the Alliance. This affects many at-risk children and it represents enormous opportunities. It will be going "live" on Sunday, July 1, 2018. Commissioner Magarian announced that he has accepted a part-time Medical Director consulting role at the Alliance to help with this new roll-out. Chair Campbell requested that Commissioner Magarian provide periodic updates to the Commission on this new project..

### 6. 2018-2019 Budget – Action Item

- A. The Commission will consider approval of the First 5 Santa Cruz County Fiscal Year 2018-2019 Budget in an amount not to exceed \$3,385,840.

**M/S/P: (Commissioner Christina Cuevas / Commissioner Kathy Frandle) moved to approve the First 5 Santa Cruz County Fiscal Year 2018-2019 Budget in an amount not to exceed \$3,385,840. Commissioner Hindman Holbert recused herself.**

- B. The Commission finds that the contracts for fiscal year 2018-2019 continue to meet the factors described in its sole source contracting policy section 1.b relating to contractors' expertise being vital to the provision of services. The Commission delegates authority to the Executive Director to negotiate, execute, and amend contracts up to the amounts specified.

**1. Operating Expenses – General Admin/Program Support/Evaluation**

- a. Approval of contract with the United Way of Santa Cruz County for First 5 Administrative, Program Support and Evaluation between July 1, 2018 and June 30, 2019 in an amount not to exceed **\$649,848**.
- b. Approval of FY 2018-2019 professional services contracts in amounts not to exceed:

Vendor	Goal Area	Program	Amount
Patel & Associates	Administration	Financial Audit	\$14,910

**M/S/P: (Commissioner Kathy Frandle / Commissioner Christina Cuevas) moved to approve the contract with the United Way of Santa Cruz County for First 5 Administrative, Program Support and Evaluation between July 1, 2018 and June 30, 2019 in an amount not to exceed \$649,848 and moved to approve FY 2018-2019 professional services in an amount not to exceed \$14,910 for Patel & Associates for the Financial Audit. Commissioner Hindman Holbert recused herself.**

**2. Program Investments**

- a. Approval of contract with the United Way of Santa Cruz County for First 5 Systems Change/Community Strengthening Operations between July 1, 2018 and June 30, 2019 in an amount not to exceed **\$1,379,798**

*The following subcontracts for amounts over \$20,000 are included in the First 5 Systems Change/Community Strengthening Operations contract with United Way of Santa Cruz County:*

- I. Subcontract with Nicole Young (dba Optimal Solutions) for Triple P coordination, in an amount not to exceed **\$66,500** between July 1, 2018 and June 30, 2019.
- II. Subcontract with Jeanne Carriere for Santa Cruz Reading Corps coaching and training in an amount not to exceed **\$50,000** between July 1, 2018 and June 30, 2019.

**M/S/P: (Commissioner Lisa Hindman Holbert / Commissioner Salem Magarian) unanimously moved to approve the United Way of Santa Cruz County for First 5 Systems Change/Community Strengthening Operations between July 1, 2018 and June 30, 2019 in an amount not to exceed \$1,379,798**

- b. Approval of FY 2018-2019 community grants and professional services contracts in amounts not to exceed:

Community Bridges – La Manzana & Mountain Community Resources	Strong Families	Triple P	\$244,750
Social Solutions	Service Integration	Apricot	\$19,137
Go Kids, Inc.	Children Learning	QRIS	\$100,000
Health Services Agency	Strong Families	Families Together	\$33,977

Human Services Department	Strong Families	Families Together	\$452,190
Lucille Packard Children's Hospital	Healthy Children	NFCC	\$85,500
Miller Maxfield	Strong Families	Triple P	\$8,500
Prevent Child Abuse California	Children Learning	Reading Corps	\$126,000
Triple P America	Strong Families	Triple P	\$52,635

**M/S/P: (Commissioner Salem Magarian / Commissioner Kathy Frandle) unanimously moved to approve the following contracts:**

Social Solutions	\$19,137
Health Services Agency	\$33,977
Miller Maxfield	\$8,500
Prevent Child Abuse California	\$126,000
Reading and Math, Inc.	\$18,000
Triple P America	\$52,635

**M/S/P: (Commissioner Salem Magarian / Commissioner Kathy Frandle) moved to approve the following contracts with Commissioners Timberlake and Hindman Holbert recusing themselves:**

Community Bridges – La Manzana & Mountain Community Resources	\$244,750
Go Kids, Inc.	\$100,000
Human Services Department	\$452,190
Lucile Packard Children's Hospital	\$85,500
Pajaro Valley Unified School District	\$185,595

**7. Approve Quality Counts Program Manager Job Description and Salary Scale – Action Item**  
**M/S/P: (Commissioner Lisa Hindman Holbert / Commissioner Leticia Mendoza) unanimously moved approval of the Quality Counts Program Manager and related salary scale.**

**8. Executive Committee Elections – Action Item**  
**M/S/P: (Commissioner Kathy Frandle / Commissioner Christina Cuevas) unanimously moved approval of the Executive Committee Elections of Commissioner Toni Campbell as Chair, Commissioner Ellen Timberlake as Vice Chair, and Commissioner Salem Magarian as Secretary for the 2018-2019 year.**

**9. 2018-2019 Commission Meeting Calendar – Action Item**  
**M/S/P: (Commissioner Salem Magarian / Commissioner Lisa Hindman Holbert) unanimously moved approval of the 2018-2019 meeting calendar.**

**10. Adjourn**

The meeting was adjourned at 2:01 PM.