

**FIRST 5 COLUSA
CHILDREN AND FAMILIES COMMISSION**

Minutes of Public Meeting
Tuesday, December 8, 2009

The meeting of the First 5 Colusa Children and Families Commission was called to order at 3:10 p.m. at the First 5 Conference Room, 320 5th Street, Suite A, Colusa, California. Commissioners Dolores Gomez, Barbara Hankins, *Ginger Harlow and *Kim Vann were present constituting a quorum to begin the meeting led by Commissioner Dolores Gomez, Chair.

**Commissioner Harlow joined the meeting at 3:25 pm and Commissioner Vann left at 3:30 pm.*

Absent: Nancy Parriott

Staff in attendance: Jennifer Long, Executive Director, Denise Erickson, Administrative Assistant/Program Coordinator

Public in attendance: None

Items discussed in accordance with the publicly posted agenda were as follow:

2. Approval of Minutes: October 27, 2009 Meeting Minutes

Minutes were reviewed. Commissioner Vann moved to approve the minutes as presented; motion seconded by Commissioner Hankins. The motion passed unanimously by voice vote (3/0)

3. Review of the Financial Report

A total of 22 (twenty-two) claims were presented for payment with a total of \$125,637.66. Commissioner Hankins moved to approve and pay claims as presented; motion seconded by Commissioner Vann. The motion passed by voice vote (3/0).

4. Public Comment and Unscheduled Matters

Ms. Long introduced Jan Martner from Zero to Three. Ms. Martner is here to provide technical assistance to Program Coordinators and Program Specialists for Save the Children Early Steps to School Success Program.

5. Contract with First 5 El Dorado for Regional Impact Report

Brief discussion held. Authorization given for Ms. Long to sign the contract. Commissioner Hankins moved to approve the Contract with First 5 El Dorado for Regional Impact Report; motion seconded by Commissioner Vann. The motion passed by voice vote (3/0).

6. Revised Fiscal Year 2009/10 Budget

**Commissioner Harlow joined the meeting 3:25pm*

Commissioner Vann moved to approve the Revised Fiscal Year 2009/10 Budget as presented; motion seconded by Commissioner Hankins. The motion passed by voice vote (4/0).

7. New Ordinance and Bylaws

Commissioner Vann stated that the New Ordinance and Bylaws went before the Board of Supervisors at today's meeting and a public hearing has been set for the January 12th, 2010 meeting. Commissioner Hankins moved to approve the New Ordinance and Bylaws with noted correction; motion seconded by Commissioner Harlow. The motion passed unanimously by voice vote (4/0)

8. Bank and Investment Accounts

Ms. Long informed the Commissioners that the current First 5 Colusa funds are earning ½% interest in the LAIF account. Ms. Long recommended moving all funds into a money market account which is currently earning .9% interest and leave LAIF open with a zero balance. Ms. Long also recommended putting 500k into CDs. Discussion held. Commissioner Hankins moved to approve moving First 5 Colusa funds into a money market account and CDs; motion seconded by Commissioner Harlow. The motion passed unanimously by voice vote (4/0).

**Commissioner Vann left the meeting at 3:30pm*

9. Commission Planning Retreat

Ms. Long informed the Commissioners that approximately 200K needs to be cut from the budget for Fiscal Year 2010/2011 due to the loss of State Match monies which are scheduled to end June 30, 2010. In addition small county augmentation funds are due to end June 30, 2011. There is no information available from the State Commission on future opportunities for match funding or augmentation. Ms. Long provided the Commissioners with possible options to consider. Extensive discussion held. Discussion will continue at the February 9, 2010 meeting.

10. Adjournment

The meeting was adjourned at 5:10 p.m.

The next schedule meeting will be held on Tuesday February 9, 2010, 3:30-5:30p.m. at the First 5 Colusa Conference Room.

Minutes prepared by Denise Erickson, Administrative Assistant

Attachment A: Financial Report and Balance Sheet

Attachment B: Contract with First 5 El Dorado for Regional Impact Report

Attachment C: Revised Fiscal Year 2009/10 Budget

Attachment D: New Ordinance and Bylaws

Attachment E: Proposed Reduced First 5 Colusa Funding Options