FIRST 5 HUMBOLDT
Humboldt County Children and Families Commission
http://first5humboldt.org/

Our Vision: All Humboldt County children thrive in healthy, supportive, nurturing families and neighborhoods, enter school ready to learn and become active participants of their communities.

Meeting Date and Time: October 25, 2018
5:00-7:00 pm
Location: First 5 Humboldt Conference Room
325 Second Street, Ste. 201
Eureka, CA

Agenda:
I. Welcome and Introductions
   Any member of the Commission who has a conflict of interest with any agenda item is asked at this time to notify the Commission of his or her conflict and affirm that he or she has not discussed the item with any F5H staff or fellow commissioners. Announcing conflicts at this time will help the Chair announce Commissioner recusal for specific agenda items so that it can be noted in the minutes.

II. Public Comments and Announcements

III. Executive Director Report

IV. Approval of Minutes
   a. Commission meeting minutes of September 27, 2018
   b. Commission meeting minutes of August 9, 2018

V. Consent Calendar
   The following items were reviewed and recommended for adoption and may be approved by a single vote. Any member of the public may request the Commission to pull an item for further discussion.
   a. June Postings
   b. July Postings
   c. August Postings
   d. Sustainability Consultant Bid Approval
      Reference: As part of the DHHS/First 5 budget, the Commission approved creating an agreement, up to $10,000 with a consultant to research and create a sustainability plan for the 0 to 8 Mental Health Collaborative. We received one qualified, satisfactory bid from Heather Equinoss.
   e. Lunch for Humboldt 0-5 Joint Jurisdictional Court meetings in November (Brochure)
      Reference: Proposed CLIF award in the amount of $1500 to cover food for multiple full-day November meetings of the joint jurisdiction teams: Humboldt/Karuk, Humboldt/Yurok and Humboldt/Hupa. The Court’s federal grant does not cover food for meetings. The 8th grade class of Klamath Trinity Joint...
Unified School District have been identified as caterers for one of the meetings. The court project aims to provide more preventative and supportive services to families of young children involved with the court system and child welfare.

f. Create Grant-funded Full-time Admin Analyst Position
   Reference: As discussed at the July Commission meeting, Vesper funding has been secured to create a full-time position to coordinate the ACES/Resilience work, which is currently part-time. This action by the Commission would authorize First 5 to request a full-time position from the Board of Supervisors.

VI. Information Item: Subcommittee & Workgroup Reports

   a. Evaluation- Oct. 1
   b. Fiscal- Oct. 3
   c. ECCE- Oct. 4
   d. PFS- Sept. 28
   e. First 5 Futures Group
   f. 0 to 8 MHC- Oct. 8
   g. Executive Committee
(15 min)

VII. Information Item: Audit report
   Reference: Sarah Fiehler from Christy White Associates will present the annual Audit Report for Fiscal Year 17/18.
(15 min)

VIII. Information Item: Annual Report
   Reference: The Commission will receive the Annual Report for FY 2017/18 as presented by Evaluator Kim Puckett.
(15 min)

IX. Action Item: NCGP/KEET Funding Request
   Reference: The Commission will discuss the KEET/North Coast Grantmaking Partnership funding request for $5,000 for the documentary, “Addicts Among Us,” a film project which will illustrate the link between Adverse Childhood Experiences and later risk factors.
(10 min)

X. Discussion Item: Commission Bylaws
   Reference: At the July Commission Retreat, Commissioners requested more information regarding the Commission’s by-laws, commissioner make-up and attendance requirements. A copy of current bylaws is included in the Commission packet. Discussion of any potential changes will be placed on the November Commission agenda.
(10 min)

XI. Information Item: 2019 Symposium
   Reference: The Commission will be updated on plans for the “Building a Resilience Community” Symposium (working title). The Symposium will be a partnered event with the annual Children’s Mental Health Summit. An agreement with a conference planner will be developed (under $4900) to support development of the event. Funding sources include the ECCE subcommittee budget, the IMPACT Hub ($20,000), Measure S ($20-
25,000). The Symposium will be a partnered activity with the Children’s Mental Health Summit, who has a grant, plus partnered funding from the Child Abuse Prevention Coordinating Council. (10 min)

XII. Discussion Item: First 5 Association 20th Anniversary
Reference: The Commission will discuss plans for the 20th Anniversary Celebration of First 5 (10 min)

XIII. Closed Session: Personnel
Reference: The Commission will meet in closed session to consider action on personnel matters related to the performance evaluation of the Executive Director. (30 min)

XIV. Report and Adjournment
Reference: The Commission will report out on the results of the closed session and afterwards adjourn the meeting.

Next Meeting: Thursday, November 15, 8:30-10:30 am at 325 Second Street, Ste. 201, Eureka, CA.