



Commission Meeting Minutes

*Cope Family Center
707 Randolph Street, Napa*

October 23, 2017

3:00pm – 5:00pm

Call to Order: 3:03pm. The following were present:

<input checked="" type="checkbox"/> Elba Gonzalez-Mares	<input checked="" type="checkbox"/> Michele Grupe	<input type="checkbox"/> Howard Himes
<input checked="" type="checkbox"/> Laura Keller	<input checked="" type="checkbox"/> Andrea Knowlton	<input type="checkbox"/> Molly Nelson
<input checked="" type="checkbox"/> Stephanie Paravicini	<input checked="" type="checkbox"/> Debbie Peralez	<input checked="" type="checkbox"/> Brad Wagenknecht

Staff present:

<input checked="" type="checkbox"/> Joelle Gallagher	<input checked="" type="checkbox"/> Sarah Barry
<input checked="" type="checkbox"/> Emily Darlington	

Also present:

Tracy Schulze, Auditor/Controller	Moira Kenney, First 5 Association
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Public Comment

A. No public comment.

1. Approval of Commission Minutes, D. Peralez

September 25, 2017 (Motion 1st by BW, 2nd by EG).

EG	MG	HH	LK	AK	MN	SP	DP	BW
		X		X	X	X		

2. F5 CA Association Presentation, Moira Kenney

**Andrea Knowlton and Stephanie Paravicini arrived.

3. Public Hearing: 2016-2017 Annual Report to First 5 CA, D. Peralez

A. Staff Report, S. Barry

1. Sarah reported that the deadline for the Annual Report has been extended to December 1, 2017. Staff will bring to the Commission Meeting in November for review and approval.

4. Review and Approve 2016-2017 Annual Report to First 5 CA, S. Barry

A. Delayed until November Commission Meeting.

- 5. Public Hearing: Financial Audit for FY ended June 30, 2017, D. Peralez
 - A. Auditor Report, T. Schulze
 - 1. Tracy reviewed the FY 2016-2017 Audit with the Commission.
 - 2. Joelle mentioned that the Commission will need to adopt a new Financial Plan. The latest expired on June 30, 2016.
 - B. Open Public Testimony
 - C. Receive Testimony
 - 1. No testimony received.
 - D. Close Public Hearing

- 6. Financial Reports, T. Schulze
 - A. Review and accept financial audit for FY ended June 30, 2017
 - 1. (Motion 1st by BW, 2nd by AK).

EG	MG	HH	LK	AK	MN	SP	DP	BW
		X			X			

- B. Review and approve first quarter financial reports for first quarter 2017-18
 - 1. Tracy reviewed the first quarter financial reports with the Commission.
 - 2. (Motion 1st by MG, 2nd by LK).

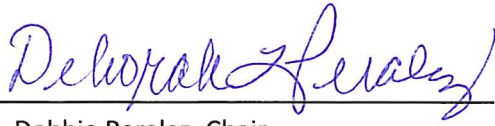
EG	MG	HH	LK	AK	MN	SP	DP	BW
		X			X			

- 7. System Design Next Steps, J. Gallagher and L. Keller
 - A. Discuss steps for training partner agencies and other stakeholders on design thinking, defining target population and creating a cohort to conduct empathic interviews.
 - 1. Joelle reported on opportunities that she has had since the September Commission Meeting in regard to systems design and empathic interviews.
 - 2. Joelle and Laura will be rescheduling their meetings (due to the fires) to draft next steps.

- 8. Items for November 27 meeting
 - A. Annual Report
 - B. Continued discussion – Systems Design
 - C. Review Deferred Compensation and Cash-in-lieu for 2018

- 9. Announcements
 - A. Brad announced there will be a recap of the Cannabis Roundtable at the November 14th Board of Supervisors Meeting.

Adjourn at 4:57pm.



Debbie Peralez, Chair

ATTEST:



Emily Darlington

Commissioners Voting Key

EG = Elba Gonzalez-Mares; MG = Michele Grupe; HH = Howard Himes; LK = Laura Keller;
AK = Andrea Knowlton; MN = Molly Nelson; SP = Stephanie Paravicini; DP = Debbie Peralez;
BW = Brad Wagenknecht

Notations under Vote: N = No; X = Excused; A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)