



****UPDATED MEETING DETAILS****
September 23, 2024 3:00 PM-5:00 PM

MEETING IN PERSON ADDRESS: 1303 Jefferson Street, Suite 100A

Commission Meeting Minutes

1. Call to Order: 3:00 pm. The following were present:

<input checked="" type="checkbox"/> Juan Cisneros	<input checked="" type="checkbox"/> Jennifer Ocon	<input checked="" type="checkbox"/> Monica Koenig
<input type="checkbox"/> Torence Powell-absent	<input checked="" type="checkbox"/> Joelle Gallagher	<input checked="" type="checkbox"/> Jennifer Yasumoto
<input checked="" type="checkbox"/> Kelsey Petithomme	<input checked="" type="checkbox"/> Vanessa Rubio	

Staff present:

<input checked="" type="checkbox"/> Ashley Walker	<input checked="" type="checkbox"/> Ivett Avina
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2. Public Comment

1. No public comments.

3. Mission and Vision Moment

a) Jenny Ocon shared a recap on UpValley Family Center’s Back to School community event. The event was very successful in terms of community engagement and turnout. First 5 hosted a booth and looks forward to attending next year.

4. Approval of Commission Minutes, J. Cisneros

a) Minutes for August 2024

a. (Motion 1st by MK , 2nd by JY)

JC	VR	TP	JO	KP	JG	MK	JY
Y	Y	Absent	Y	Y	Y	1st	2nd

5. Commission Business

a.) Review and possible approval of 2025 Commission Meeting Schedule

a. (Motion 1st by JG , 2nd by JO)

JC	VR	TP	JO	KP	JG	MK	JY
Y	Y	Absent	2nd	Y	1st	Y	Y

b.) Review and possible approval of 2025 Executive Committee Meeting Schedule

- JG noted that passing this schedule calls for a new resolution due to the proposed switch of a new regularly schedule time for the Executive Committee meeting from 10:00am to 9:00 am. Will review at October meeting.

6. Presentation

- a) FY24 Program Evaluation for Florecer, Rainbow Kits, and Rainbow Family League by Ashley Walker & Ivett Avina
- b) Review and possible approval of a new name for program “Rainbow Family League”,
 - a. After discussion, no vote was taken. Determined staff will continue to reflect on program direction and staff will consult with marketing consultants as needed. Will bring any relevant updates back to Commission.

7. Review and possible approval of newly proposed job description “Development & Communications Manager” for full-time staff role

(Motion 1st by JO, 2nd by MK)

JC	VR	TP	JO	KP	JG	MK	JY
Y	Y	Absent	1st	X	Y	2nd	Y

8. Review and possible approval of Resolution No. 2024-1; authorizing and establishing the “Match” under the 401(a)-retirement savings plan for 2025 for the Executive Director.

(Motion 1st by JG, 2nd by JY)

JC	VR	TP	JO	KP	JG	MK	JY
Y	Y	Absent	Y	X	1st	Y	2nd

9. Review and possible approval of contract 599-25; Rebecca Webster consultant for grant writing services. Not to exceed \$6,300.

(Motion 1st by JO , 2nd by VR)

JC	VR	TP	JO	KP	JG	MK	JY
Y	2 nd	Absent	1st	X	Y	Y	Y

10. Review and possible approval of Marlena Garcia as First 5’s recommendation to County Board of Supervisors to fill vacant commission seat.

(Motion 1st by JY , 2nd by MK)

JC	VR	TP	JO	KP	JG	MK	JY
Y	Y	Absent	Y	X	Y	2 ND	1 st

11. Items for next Commission Meeting, J.Cisneros
- Requesting a volunteer for next Mission Moment share-out (KP volunteered)
 - Q4, Q1, and yearly audit financials
 - F5 Annual Report

12. Announcements
- a) UpValley Family Center Back at St. Helena Dia de los Muertos, October 27th
 - b) Child Start expanding services to Contra Costa County
 - c) Next Meeting 10/28

Adjourn: 5 :01 pm.

Juan Cisneros, Chair

ATTEST:

Ashley Walker, Secretary

Commissioners Voting Key

JC = Juan Cisneros; TP= Torrence Powell; VR = Vanessa Rubio

JO = Jennifer Ocon; KP = Kelsey Petithomme;

JG = Joelle Gallagher; MK= Monica Koenig

Notations under Vote: A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)

Y= Vote in Approval; N= Vote Against

Absent = Commissioner Absent