



****UPDATED MEETING DETAILS****
October 28, 2024 3:00 PM-5:00 PM

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

Commission Meeting Minutes

1. Call to Order: 3:01 pm. The following were present:

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

Staff present:

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

1. No public comments.

3. Mission and Vision Moment

- a) Kelsey Petithomme shared insight into a recent collaboration between Nap County SELPA and ParentsCAN. The event hosted sessions that provided education and support for families of young children with disabilities and was well-attend by the public.

4. Approval of Commission Minutes, J. Cisneros

a) Minutes for September 2024

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

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

5. Commission Business

- a) Welcome, Marlana Garcia—out for jury duty, December will be first meeting in attendance
- b) Political Activities Reminder

6. Compliance Item- Presentation of 4th Quarter Financials

a) Tracy Schulze Napa County Auditor Controller presented detailed report of FY24 4th Quarter Financials for Commission approval

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

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

7. Compliance Item- Presentation and approval of FY 2023-204 Annual Audit

a) Tracy Schulze Napa County Auditor Controller presented detailed report of FY24 Annual Audit for Commission approval

(Motion 1st by TP, 2nd by KP)

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

8. Compliance Item- Presentation and approval of FY25 1ST Quarter Financials

- a) Tracy Schulze Napa County Auditor Controller presented detailed report of FY25 1ST Quarter Financials for Commission approval

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

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

9. Compliance Item- Presentation and approval of FY 2023-204 First 5 Napa County Annual Report

- a) Ashley Walker shared overview of the annual report to be submitted to the state on behalf of Napa County First 5 for Commission approval

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

JC	VR	TP	JO	KP	JG	MK	JY	MG
Y	Y	2 ND	Y	Y	Absent	1 ST	Y	Absent

10. Review and possible approval of Amendment #1 to MOU 605-25 with CRC, reflecting an increase of \$7,099.28 from HUB funds through the IMPACT Legacy Grant

- a) Discussion from Commission amended the proposed amendment to include that CRC submit the 2025 fiscal year report to the Commission in July, 2025.

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

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

11. Review and possible approval of Resolution No. 2024-02; updates the regular time of the Executive Committee meetings from 10:00am to 9:00am, keeping them on the second Monday of each month

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

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

12. Items for next Commission Meeting, J.Cisneros

- COPE contract
- Ad Hoc Committee Report
- ExComm Election

13. Announcements

- a) No November Commission Meeting
- b) Volunteer needed for next Mission Moment share-out
- c) First 5 will have a children’s craft booth at Napa’s Dia de los Muertos community event, Saturday Nov 2nd 3-6pm

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; MG= Marlena Garcia

Notations under Vote: A = Abstained; C = Conflict; I = ineligible to vote (not sworn in)
Y= Vote in Approval; N= Vote Against
Absent = Commissioner Absent
X= arrived after or left before vote