

**FIRST 5 GLENN COUNTY**  
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**CHILDREN & FAMILIES COMMISSION MEETING**

Commission Meeting Minutes – August 14, 2018  
First 5 Glenn County Office- Conference Room  
1035 West Wood Street  
10:00 a.m.-11:30 a.m.

Commissioners Present:

Chair Person – Dwight Foltz, Co-Chair Jody Meza, Melissa Stearns, Heather Aulabaugh, Bill Wathen, and Charles Tracy

Alternates Present:

Executive Director: Not Present- Funeral

Others Present:     Rosa Esparza  
                          Cindi Ambriz  
                          Nanci Orozco  
                          Kelsey Adkins

Special Guests:     Mark Velasquez, Esq. BEST, BEST & KRIEGER LLP  
                          Attorney at law

**1. CALL TO ORDER:**

Chair Person Dwight Foltz: Called this board meeting to order at 10:00a.m.

**2. ESTABLISH QUORUM:**

Quorum was established. 6 Commissioners

**3. VERIFICATION OF POSTING OF AGENDA:**

Rosa Esparza confirmed posting of Agenda – Thursday August 9, 2018

**4. APPROVAL OF MINUTES:**

Approval of Minutes: minutes

**Motion to Approve:**

Jody Meza –Made first motion to approve  
Heather Aulabaugh –Made second motion

✓ **APPROVED**

**5. Public Comment:**

NONE

**BUSINESS**

**6. RECOGNIZE PRESENCE OF LEGAL REPRESENTATION OF MR. MARK VELASQUEZ**

Mr. Velasquez updated the Commission on the moving of his practice of Legal Services from Jeppson & Griffin LLP to Best Best & Krieger LLP.

**7. ACTION ITEM: OFFICIAL LETTER OF DISASSOCIATION FROM JEPSON & GRIFFIN LLP FOR FIRST 5 LEGAL REPRESENTATION.**

The Commission received the official letter from Mr. Mark Velasquez, General Legal Services, of the dissociation from Jeppson & Griffin LLP. He then proceeded to inform the Commission of their two options:

- option one: staying with the same firm, Jeppson & Griffin LLP, and this would not allow him to assist in the closed session at this meeting, or
- option two: transfer our files to the new firm Best Best & Krieger LLP and keep Mr. Velasquez as the legal representative and he would be able to assist in closed session.

The Commission voted to transfer the files and allow Mr. Velasquez to aid in closed session. Chair Person Dwight Foltz signed the letter and marked to stay with Mr. Velasquez and transfer to new Firm Best Best & Krieger LLP.

**Comment:** Commissioner Bill Wathen asked if fees would stay the same. Mr. Velasquez informed everyone that yes at \$225/hr.

**Motion to Approve:**

Charles Tracy -Made first motion to approve

Jody Meza -Made second

✓ **APPROVED**

**CLOSED SESSION Personnel**

**8. Commissioners only and approved Legal Services moved to closed session**

**Pursuant to Government Code Section 54957/ Personnel Matters  
Classified**

**Pursuant to Government Code Section 54956.9 Potential Litigation  
Furtado v First 5 Glenn County**

**\*Legal Services Report out to public**

## OPEN SESSION

### 9. **PUBLIC COMMENT:** Regarding Closed Session

Chair Person- Dwight Foltz informed every one of the decision made in closed session to reauthorize the offer of \$5,000 made to Ms. Furtado.

### 10. **ACTION ITEM:** OFFICIAL LETTER OF RESIGNATION AS A FIRST 5 GLENN COUNTY COMMISSIONER: TAMI RITTER

The Commission received the official letter of resignation from Tami Ritter. Commission voted to accept the letter of resignation.

#### **Motion to Approve:**

Charles Tracy – Made first motion to approve  
Heather Aulabaugh– Made second motion

✓ **APPROVED**

### 11. **ACTION ITEM:** NEW MEMORANDUM OF UNDERSTANDING

Chair Person Dwight Foltz presented the 2018-19 program year MOU, signed by Heather Aulabaugh and Patricia Loera. Glenn County Office of Education: Child and Family Services and First 5 Glenn County Children and Families Commission will collaborate for services of Nurturing Parenting referrals and service. Heather added that First 5 had agreed to give their agency, Glenn County Office of Education: Child and Family Services, referred parents priority in the First 5 service and parenting classes.

#### **Motion to Approve:**

Jody Meza -Made first motion to approve  
Melissa Stearns -Made second motion

✓ **APPROVED**

### 12. **ACTION ITEM:** CERTIFICATION OF COVERAGE BY GOLDEN STATE RISK MANAGEMENT AUTHORITY

Commission received the 2018-19 Annual Certificate of Coverage by GSRMA. Everyone agreed to approve it for everything was the same as before. They agreed to approve it for this year and then come back next year to contemplate again.

**Comment:** Heather asked about the earthquake insurance and Dwight informed that it was probably standard and that it would probably cost more to remove it.

#### **Motion to Approve:**

Bill Wathen- Made first motion to approve  
Melissa Stearns- Made second motion

✓ **APPROVED**

**13. ACTION ITEM: ANNUAL SCHEDULE OF FIRST 5 GLENN COUNTY COMMISSION MEETINGS FOR 2018-19**

Commissioners received, in their packets, the 2018-19 list of meetings for the new program year. At this time they chose the date for the October Annual Report/ Audit Approval. They all agreed on OCTOBER 23, 2018 @ 10:00a.m.

**Motion to Approve:**

Charles Tracy- Made first motion to approve  
Heather Aulabaugh - Made second motion

✓ **APPROVED**

**14. ACTION ITEM: First 5 CA DISBURSEMENTS**

Commissioners received final statement of Tax Revenue Distributions for the 2017-2018 year. They voted to recognize and accept the noted distributions.

<b>MARCH</b>	<b>- \$16,668.68</b>
<b>APRIL</b>	<b>- \$19,362.48</b>
<b>MAY</b>	<b>- \$19,566.48</b>
<b>JUNE</b>	<b>- \$13,444.60</b>
<b>TOTAL YEAR DISBURSEMENTS</b>	<b>= <u>\$208,842.2</u></b>

**Comment:** Bill wanted to know why the disbursements were of different amounts; Dwight felt it was because of the Tobacco revenue and the number of live births in our county. Kelsey Adkins offered to call Patricia Loera, Executive Director, as she was on standby in case she was needed. Commission chose not to contact her as she was at a funeral. Revenue of tobacco products was confirmed to be according to sales

**Motion to Approve:**

Melissa Stearns-Made first motion to approve  
Jody Meza - Made second motion

✓ **APPROVED**

**15. No further Comments and/or needed discussion of agenda**

Confirmation of the Date, Time, and location of the next meeting

**TUESDAY OCTOBER 9TH**  
**10:00 A.M. TO 11:30 A.M.**

**Meeting adjourned: 10:31A.M.**

Submitted by: Cindi Ambriz  
Edited & Approved by: Patricia Loera