

First 5 Trinity Commission Meeting Minutes  
 December 8, 2008

**Meeting: First 5 Trinity Commission Meeting**

**Place: HRN**

**Date: 12/08/08**

**Commissioners Present:** Howard Freeman, Nancy Antoon, Jerry Cousins, Jim French, Dero Forslund, Linda Wright, Claire Kuczkowski

**Executive Director:** Debra Chapman

**Guest:** Sally Aldinger, Noel O'Neill, David Crummey, Seth Childers

Agenda Item	Discussion	Action
<b>Welcome and Introductions</b>	Howard Freeman called the meeting to order at 2:01 pm, with introductions around the table.	
<b>Public Comment</b>	Public Hearing: Annual Report and Audit FY 2008-09. Copies of the reports are available for the public to view.	
<b>Approval of Minutes</b> Of 10/27/08	The minutes of the meeting of October 27, 2008 were presented for approval. Correction: Delete wording French/Wright on Agenda Item Public Comment	Motion to Approve: French/Wright <i>Approved</i>
<b>First 5 Business</b>	A. <u>Elect Chair and Vice Chair:</u> French/Wright motion to nominate Howard and Clair, Chair and Vice Chair.	Motion to Approve: French/Wright <i>Approved</i>
	B. <u>Meeting Schedule:</u> . Meetings will be changed to the last Tuesdays, instead of the Mondays listed above; Debra will email out tentative meeting schedule.	Meeting days changed
	C. <u>Advisory Committee:</u> Strategic Plan 2009-2011. Linda will determine designee from Health and Human Services; Jerry suggested that we have at least one person to represent each of our four goals.	Info only
	D. <u>Program Evaluation/Outcomes Training for Grantees:</u> January 13, 2009, 3:30 – 6:00 pm, HRN Conference Room. Regional evaluator will meet with all grantees; it is a required meeting.	Info only
	E. <u>First 5 Staff Summit:</u> Asilomar, February 9-11, 2009. Debra will attend. The Legacy and Signature programs situation will be addressed.	Info only

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	F. <u>FY 2009-10 Grant applications</u> out March 1, 2009, and due March 31, 2009. There will be a grant awards meeting in April; Debra will send out the date.	Info only
	G. <u>Trinity County Treasurer's Office MOU and fees</u> : This MOU would cover the about 30 minutes a month it takes the Treasurer's Office to process First 5 work @ \$55/hour. Motion to amend MOU to include this.	Action: Wright/Antoon <i>Approved</i>
	H. <u>Revised Budget Report</u> : The Estimated Expenditures for School Readiness was amended to \$225,000.	Info only
<b>School Readiness</b>	A. Update: Program Report	Info only
	B. <u>Kinder Camp</u> : Sally presented a draft budget for a proposed Kinder Camp to be held at Alps State Preschool, WES campus, for the summers of 2009 and 2010. She asked the Commission to expend the carryover SR funds from Cycle 1 = \$11,405 so that we can also pull down the 1:1 state match. David explained the need to bridge the summer between PreK and K; Howard asked what would happen if the \$11,405 was not spent for SR, and Debra said it could go into the general fund, but we could not pull down the state match if it is not used for SR. Motion to approve.	Action: Wright/Claire <i>Approved</i>
<b>CARES</b>	Sally reported that she just completed data entry into the newly-designed CARES data base.	Info only
<b>Commissioner Reports</b>	A. Linda reiterated her support for SR and for the use of the carryover funds for a summer program; B. Dero expressed concern about the state budget; C. Noel said that in Mendocino County there is a great relationship between First 5 and Behavioral Health and he is looking forward to working with us; D. Nancy will be retiring January 2 and will not miss the snow, but will miss all of us.	Info only
<b>Adjournment</b>	The meeting was adjourned at 2:55 pm.	